

Carplan 6/26

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

MC No. 21, 1998

MEMORANDUM CIRCULAR

**TO : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT MANAGERS, REGIONAL/OPERATIONS
MANAGERS, PROJECT MANAGERS, PROVINCIAL IRRIGATION
OFFICERS, IRRIGATION SUPERINTENDENTS, AND ALL
OTHERS CONCERNED
National Irrigation Administration**

**SUBJECT : GRANT OF ANNIVERSARY BONUS ON NIA'S 35 MILESTONE
YEARS**

Pursuant to National Budget Circular No. 452 dated May 20, 1996 implementing Administrative Order No. 263 dated March 28, 1996 and confirmed under NIA Board Resolution No. 6814-98 dated June 22, 1998, an Anniversary Bonus in the amount of three thousand pesos (P3,000.00) is hereby granted each qualified NIA official/employee.

1.0 PURPOSE

The Anniversary Bonus herein authorized is being granted in commemorating the 35 milestone years of the NIA which falls on June 22, 1998.

2.0 COVERAGE

This Circular covers all appointive officials and employees including casual/daily, temporary and contractual personnel whose appointments have been approved by the Civil Service Commission, and have rendered at least one (1) year of NIA service as of June 22, 1998 and continue to be in the service as of even milestone anniversary date.

3.0 EXEMPTIONS

The following are not entitled to the grant of Anniversary Bonus :

- 3.1** Those who have been found guilty of any offense in connection with their work during the five-year interval between milestone years from June 23, 1993 to June 22, 1998 (35th year);

- 3.1 Those who are on absence without leave (AWOL) on the date of the milestone year for which the Anniversary Bonus is being paid, i.e., June 22, 1998;
- 3.3 Those who are not hired as part of the organic manpower but as consultants and experts for a limited period to perform specific activities or service with expected outputs; laborers of contracted projects; and others similarly situated;
- 3.4 Those who do not meet the one year residence requirement as of June 22, 1998.
- 3.5 Those who are no longer in the service as of June 22, 1998.

4.0 FUNDING SOURCE

Funds for the purpose of implementing this Circular for personnel in the Central and Regional Offices whose salaries/wages are charged against the Current Operating Budget shall be charged against savings therefrom while those whose positions are authorized under Project Floating Plantilla shall be charged against their respective Project funds.

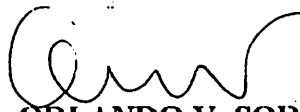
5.0 RESPONSIBILITY OF IMPLEMENTING OFFICIALS

The Chiefs of Offices/Projects concerned shall be held responsible for the implementation of this Circular in their respective areas of jurisdiction and shall be held liable for any deviation/s from the provisions hereof, without prejudice, however, to the refund of any excess payment by the employees concerned.

6.0 SAVING CLAUSE

Cases not covered by this Circular shall be referred to the Administrator Attn.: Assistant Administrator for Administrative Services.

Compliance hercon is enjoined.


ORLANDO V. SORIANO
Administrator

25 June 1998