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

## MEMORANDUM CIRCULAR

THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS, DEPARTMENT MANAGERS, PROJECT/OPERATION MANAGERS, PROVINCIAL IRRIGATION OFFICERS, IRRIGATION SUPERIN-TENDENTS, AND ALL OTHERS CONCERNED

SUBJECT

TO

SUBMISSION OF MONTHLY REPORTS

#### 1.0 Purpose

This circular is issued pursuant to the attached Memorandum directive from the President dated 05 August 1998 requiring the submission of monthly reports to the Office of the President.

#### 2.0 Contents

The reports shall cover the following:

- 2.1 Financial Status (January 1998 to present) on a by project/subproject basis. (see attached MISD Forms)
- Physical Accomplishment (January 1998 to present) on a 2.2 project/subproject basis. (see attached MISD Forms)

#### **Responsibility of Chiefs of Offices** 3.0

The Chiefs of Offices/Projects concerned shall be held responsible for the implementation of this Circular in their respective area of jurisdiction.

#### Deadline of Submission 4.0

For uniformity, the cut-off date of the report shall be every 25th of the month under review. Such reports shall be submitted on a monthly basis on or before the 29<sup>th</sup> of the month under review to the Office of the Administrator (Attn.: MISD, CORPLAN) for consolidation and subsequently for submission to the Office of the President. Also, MA



provide copies of your report to the respective C.O.-based PMOs/Departments.

The deadline of submission for the first report covering the period January 1, 1998 to August 31, 1998 shall be on September 3, 1998.

## 5.0 Effectivity Date

This circular shall take effect starting August 1998.

For strict compliance.

MANNEL ANTONIO S. AREVALO Administrator

## September 01, 1998

## MALACAÑANG MANILA

MEMORANDUM DIRECTIVE FROM THE PRESIDENT

 Director-General, Philippine Economic Zone Authority (PEZA)
 Administrator, Light Rail Transit Authority (LRTA)
 Administrator, Local Water Utilities Administration (LWUA)
 Administrator, Metropolitan Waterworks and Sewerage System (MWSS)
 General Manager, National Development Company Administrator, National Electrification Administration (NEA)

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TO

Administrator, National Food Authority (NFA) President, National Housing Authority (NHA) Administrator, National Irrigation Administration (NIA) President, National Power Corporation (NPC) President and CEO, Philippine National Oil Company (PNOC) General Manager, Philippine National Railways (F

General Manager, Philippine Ports Authority (PPA)

SUBJECT : SUBMISSION OF REPORTS

DATE : 05 August 1998

You are hereby directed to strictly comply with all the reperiod requirements of the Government Corporate Monitoring and Coerdinating Committee (GCMCC) including, but not limited, to the following:

- 1. Financial Statements (beginning January 1998 to the present)
- Accomplishment Reports (physical/organizational accomplishements, including status of ongoing projects vis-a-vis the Agency's corporate plans)

Submit these requirements monthly to my Office, through the GCMAC Secretariat at the Presidential Management Staff, every 5th day of succeeding month.

For compliance.

JOSEPH EJERCITO ESTRADA

### REGION:

/

															IVIIODIC	JRIVI NO.
Funding Source or		P			PHYS	SICAL				F	INANCIA	L (In Tho	usand Peso	os)		
Name of Project /		A				Actual Accor	nplishment		Total		SAA Re	ceived	Actual Ex	penditures	No. of	
Subproject	Province/	R	Total	CY	Area	and the second	the second se	s (%)	Project	CY	lan to		Jan. to		Farmers	Remarks
Date Started /	Municipality	T	Irrigable	Target	Jan. to		Jan. to	To Date	Cost	Program	Jan. to 1998	To Date	1998	To Date	Benefited	
Completed			Area		1998	To Date	1998	To Date			1990		1990			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
1. Project Name or Funding	(-/	(0)	(-/													
Source																
a. Subproject		New														
Date of Start		Rehab														
Date of Completion		Improved														
Date of Completion		Improvod														
b. Subproject		New														
Date of Start		Rehab														
Date of Completion		Improved														
Date of Completion		Improved														
		New														
Subtotal for Item No. 1		Rehab														
Subtotal for item no. 1		Improved														
2. Project Name or Funding		Improved								1						
Source Subproject		New														
a. Subproject Date of Start		Rehab														
Date of Completion		Improved														
Date of Completion	_	Improved														
h Subproject		New														
<ul> <li>b. Subproject</li> <li>Date of Start</li> </ul>		Rehab														
Date of Completion		Improved														
Date of Completion		Improved														
		New														
Subtotal for Item No. 2		Rehab														
Subtotal for item No. 2		Improved														
		New														
TOTAL FOR THE REGION		Rehab														
TOTAL FOR THE REGION																
		Improved									1	1			1	-

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### CY 1998 PROGRAMS PHYSICAL AND FINANCIAL STATUS OF IRRIGATION PROJECTS 1998 AS OF

## CY 1998 PROGRAMS (Roads and Drainage Systems) PHYSICAL AND FINANCIAL STATUS AS OF \_\_\_\_\_1998

REGION:

FUNDING SOURCE / SUBPROJECT	Province/ Municipality	P A R T
(1)	(2)	(3)
1. <u>Repair / Rehab &amp; Construction of Farm-to-</u> <u>Market Roads</u> a) b) c)		
Subtotal for Item No. 1		
2. <u>Repair / Rehab &amp; Improvement of</u> <u>Drainage &amp; Flood Protection Systems</u> a) b)		
c)		
Subtotal for Item No. 2		
TOTAL FOR THE REGION		

									IVIISL	FORMINO. Z
Т	PH	YSICAL	In Kilomete	er)			FINANC	IAL (In Tho	usand Pesos)	
ŀ		CY 19		/	1 ~			Jan. to	1998	
t	Janua	ary to	And in case of the local division of the loc	998		erall us (%)		SAA	Actual	Remarks
ľ	Targ		Act	ual	Jolan	15 ( 70 )	Program	Received	Expenditures	
	Roads	Drainage	Roads	Drainage						(47)
Ι	(6)	(7)	(8)	(9)	(	10)	(11)	(12)	(13)	(17)
T										
1										
4										
-										

and the state

## SERVICE AND IRRIGATED AREA (01 January to \_\_\_\_\_ 1998) CY 1998

	CATECORY	DROVINCE /	Service			RRIGATE	D AREA (ha)			Cropping	
	CATEGORY / NAME OF SYSTEM	PROVINCE / MUNICIPALITY	Area	W	ET SEASO	the second s		RY SEASO		Intensity	Farmers
	NAME OF STOTEM	WONICIPALITI	(ha)	Program	Actual	%	Program	Actual	%	(%)	Benefited
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1.	National System a. Lower Agno RIS b. c.										*
	Subtotal										
11.	Communal System a. Cameing CIS b. c.										
	Subtotal										
111.	Private System a. b. c.										
	Subtotal										
-	TOTAL FOR REGION										

## MISD FORM NO. 3

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### REGION:

			_							-					IVIIODIC	JRIVI NO. 4
Funding Source or		P			PHYS	ICAL				F	INANCIA	and the second se	and the second division of the second divisio	and a state of the		
Name of Project /	Province/	A	Total	CY	A	Actual Accor	nplishment		Total		SAA Re	eceived	Actual Ex	penditures	No. of	
Subproject	Municipality	R			Area	(ha)	Statu	s (%)	Project	CY	lan to		Jan. to		Farmers	Remarks
Date Started /	wunicipality	Т	Irrigable	Target (ha)	Jan. to	To Date	Jan. to	To Date	Cost	Program	Jan. to 1998	To Date	1998	To Date	Benefited	
Completed			Area	(IIa)	1998	TODALE	1998	TO Dale			1990					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
1. Project Name or Funding																
Source																
a. Subproject		New														
Date of Start		Rehab														
Date of Completion		Improved														
		1														
b. Subproject		New														
Date of Start		Rehab														
Date of Completion		Improved														
		New														
Subtotal for Item No. 1		Rehab														
		Improved														
2. Project Name or Funding																1 2
Source																
a. Subproject		New														
Date of Start		Rehab														
Date of Completion		Improved														
		1														
b. Subproject		New														
Date of Start		Rehab														
Date of Completion		Improved														
		New														
Subtotal for Item No. 2		Rehab														
		Improved														
		New														
TOTAL FOR THE REGION		Rehab														
		Improved														
		1	1			1	1			1		1				

### CARRY-OVER PROGRAMS PHYSICAL AND FINANCIAL STATUS OF IRRIGATION PROJECTS AS OF 1998

REGION:

	Ove	erall	PH	YSICAL	(In Kilome	ter)	FINANC	
	As of De	ec. 1997		CY 19	998			CY
Province/			Janu	uary to	, 1	998	Program	Ja
Municipality	Target	Actual		-	Ac	tual	for Remaining	SA/ Receiv
			Roads	Drainage	Roads	Drainage	Works	Recen
(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
	Municipality (2)	Province/ Municipality Target (2) (3)	Municipality Target Actual (2) (3) (4)	Province/ MunicipalityTargetActualJanu Tar (Remainin Roads(2)(3)(4)(5)	Province/ MunicipalityTargetJanuary toTargetActualTarget(Remaining Works)RoadsDrainage(2)(3)(4)(5)(6)	Province/ MunicipalityTargetJanuary to, 1TargetActualTargetActual(Remaining Works)RoadsDrainageRoads(2)(3)(4)(5)(6)(7)	Province/ MunicipalityTargetJanuary to Target1998TargetActualTarget (Remaining Works)Actual(2)(3)(4)(5)(6)(7)(8)	Province/ MunicipalityTargetJanuary to Target1998Program for Remaining(2)(3)(4)(5)(6)(7)(8)(9)

## CARRY-OVER PROGRAMS (Roads and Drainage Systems) PHYSICAL AND FINANCIAL STATUS AS OF \_\_\_\_\_1998

	MISI	D FORM NO. 5
the second se	ousand Pesos)	
Y 1998		
Jan. to	1998	Remarks
AA	Actual	
eived	Expenditures	
10)	(11)	(12)
	ŧ	
and the second sec	AND INCOMENTATION OF A DESCRIPTION OF A	

Name of Droiget	Gross	Net	Appropriatio	n	GARO/	SARO Rele	ases		Obligation	
Name of Project (Funding Source)	Appro-	Peso	Loan	Total	Peso	Loan	Total	Peso	Loan	То
(i anang coarco)	priation	Counterpart	Proceeds	, oton	Counterpart	Proceeds		Counterpart	Proceeds	
I. Foreign-Assisted Projects										
1.										
2.										
3.										
4.										
5.										
6.										
Total for FAPs										
II. Locally-Funded Projects										
1.										
2.										
3.										
4.										
5.										
6.										
Total for LFPs										
III. Other Sources										
1.										
2.										
3.										
Total for Other Sources										
GRAND TOTAL										

### CY 1998 PROGRAM

TO BE FILLED UP BY CONTROLLERSHIP DEPARTMENT - CENTRAL OFFICE

## NATIONAL IRRIGATION ADMINISTRATION EDSA, Diliman, Quezon City

STATUS OF CY 1998 APPROPRIATION AS OF \_\_\_\_\_\_ 1998

		And in the local data of the local data and in the local data and the	
	NCA/N	CAA Relea	ses
otal	Peso	Loan	Total
otai	Counterpart	Proceeds	TOLAT
		2	

### PREVIOUS YEARS' ALLOCATION (SPECIFY YEAR)

PREVIOUS YEARS' ALLOCATION (SI	And the second	A REAL PROPERTY AND A REAL			0400				Obligation			Contraction of the state of the	
Name of Project	Gross		Appropriatio	n		SARO Rele	ases		Obligation			ICAA Releas	562
(Funding Source)	Appro- priation	Peso Counterpart	Loan Proceeds	Total	Peso Counterpart	Loan Proceeds	Total	Peso Counterpart	Loan Proceeds	Total	Peso Counterpart	Loan Proceeds	Total
. Foreign-Assisted Projects													
1.													
2.													
3.													
4.													
5. 6.													
Total for FAPs													
II. Locally-Funded Projects													
1.													
2.													
3.													
4.													
5.													
Total for LFPs													
III. Other Sources													
1.													
2.													
3.													
Total for Other Sources													
GRAND TOTAL													

TO BE FILLED UP BY CONTROLLERSHIP DEPARTMENT - CENTRAL OFFICE

## STATUS OF CY 19 APPROPRIATION AS OF 1998

MISD FORM NO. 7

## IA Development (NIS and CIS) CY 1998

## MISD Form No. 8

PARTICULARS	TARGET	ACCOMPLISHMENT (01 January 1998 to 1998)							
TARTIOULARO	CY 1998	NATIONAL	COMMUNAL	TOTAL	STATUS (%)				
. IA Organization									
a. No. of IA Organized									
Area Covered, ha									
No. of Farmers									
<ul> <li>IA Strengthening</li> <li>No. of IA</li> </ul>									
Area Covered, ha									
No. of Farmers									
c. No. of IA Registered with SEC									
Area Covered, ha									
No. of Farmers									
<ol> <li>Memorandum of Agreement Signed</li> <li>New</li> <li>No. of IA</li> <li>Area Covered, ha</li> <li>No. of Farmers</li> </ol>									
b. Renewal									
No. of IA									
Area Covered, ha									
No. of Farmers									
<ol> <li>Trainings/Workshops</li> <li>IA-Training</li> </ol>									
b. NIA-IA Conferences									
<ul> <li>Staff Training, Orientation</li> <li>Workshops</li> </ul>	n								
d. Irrigation/IA's MIS									
No. of IA									
Area Covered, ha									
<ul> <li>4. Project Turned Over</li> <li>a. No. of Projects</li> <li>b. Area Covered, ha</li> </ul>									
b. Area Covered, ha									

#### D. Alea Covereu, na



# PROJECT PREPARATION ACTIVITIES (NATIONAL AND COMMUNAL)

## **MISD Form No. 9**

Name of Projects	Location	Activities	Status (%)
1. Identification/Investigation			
a.			
b.			
C.			
2. Feasibility Study			
a.			
b.			
С.			
3. Watershed Study			
a.			
b.			
C.			
4. Others			
a.			
b.			
C.			

## NATIONAL IRRIGATION ADMINISTRATION Administrative Matters

Personnel Complement AS OF \_\_\_\_\_, 1998

MISD Form No. 11

RESPONSIBILITY	Nature of Appointment												
CENTER	Monthly	Contractual	Daily	Total									
a. NIA Proper													
show breakdown by Office													
Total													

b. Project Offices		
show breakdown by Office		
Total		
GRAND TOTAL		

													_													MISE	Form No. 10
REGION	LIGHT EQUIPMENT (L)		HEAVY EQUIPMENT (H)		OTHER EQUIPMENT (O)		SURFACE & DEEPWELL IRRIGATION PUMPS (P)			SPECIAL EQUIPMENT (S)			TOTAL						PERCENT OPERABLE (%)					OVERALL PERCENT OPERABLE			
	A1	A2	R	A1	A2	R	A1	A2	R	A1	A2	R	A1	A2	R	L	Н	0	Р	S	TOTAL	L	Н	0	Р	S	TOTAL
1																										-	
2																											
3																											
4																											
5																									2		
6																											
7&8																											
9																											
10																											
11																											
12																											
13																											
MRIIS																											
UPRIIS																											
CAR																											
C.O.																											
Total																									-		
Note:																											

Note:

### HEAVY EQUIPMENT (H)

Cranes, Bulldozers, Excavations, etc. LIGHT EQUIPMENT (L)

Service Vehicles, Motorcycles, etc. OTHER EQUIPMENT (O)

Chainsaws, Motorboats, etc. SPECIAL EQUIPMENT (S)

Drilling Rigs, Rice Thresher

### STATUS OF NIA EQUIPMENT AS OF \_\_\_\_\_, 1998

A1 - Operable Equipment A2 - Non-Operable Equipment/ Equipment under repair

R - Equipment recommended for disposal