



Republika ng Pilipinas  
**Pambansang Pangasiwaan ng Patubig**  
(NATIONAL IRRIGATION ADMINISTRATION)  
Lungsod ng Quezon

*Post/File*

OFFICE ADDRESS: NATIONAL GOVERNMENT CENTER  
E. DE LOS SANTOS AVENUE  
QUEZON CITY PHILIPPINES

TELEPHONE NOS.: 97-60-71 to 78  
CABLE NIAPHIL  
TELEX 42802 NIA PM

*17 May 2000*

OUR REFERENCE:  
MC No. 7, s. 2000

**MEMORANDUM CIRCULAR**

**TO : THE DEPUTY ADMINISTRATOR, ASST  
ADMINISTRATORS,  
REGIONAL/OPERATIONS/MANAGERS,  
PROVINCIAL IRRIGATION OFFICERS AND  
ALL OTHERS CONCERNED**

**SUBJECT : Balikatan Sagip Patubig Program (BSPP) Task Group**

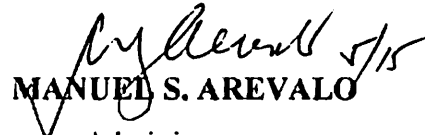
The Balikatan Sagip Patubig Program (BSPP) is one of the national strategies of the Department of Agriculture (DA) in the pursuit of food security during the term of His Excellency Joseph E. Estrada.

The BSPP is a tripartite (DA, Local Government Unit, Irrigators Association) financing scheme with a revolving fund purposely for the repair and rehabilitation of existing communal irrigation systems (CIS) and construction of new ones (CIP).

To effectively and efficiently implement the Program, a Task Group is hereby established with the Program Management and Coordinating Office at Central Office and the corresponding units at field units. The parties /staff involved and their corresponding functions are enumerated in the group composition and function table. A Regional Task Unit shall be headed by the Chief of Engineering to be assisted by representative from the Institutional Development Division (IDD) and Finance and Management Division (FMD). Under the Regional Team is the Provincial Working Task Team which is composed of concerned staff at the Provincial Irrigation Office (PIO) and to be supervised by the provincial Irrigation officer (PIO).

The Task Group shall observe the following instructions:

1. The criteria for prioritizing projects shall be followed.
2. Every region as much as possible shall aim to attain about 2,000 ha to be rehabilitated in CY 2000.
3. Disbursement including liquidation must be facilitated for replenishment of the revolving fund.
4. Monthly accomplishment report shall be provided to the Administrator and DA Secretary.
5. A periodic conference and fieldwork shall be conducted to ensure the successful implementation of the program.

  
MANUEL S. AREVALO

Administrator

May 15, 2000

RNG - May 5/8

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**Table 1. COMPOSITION AND FUNCTION OF TASK GROUP**

<b>GROUP LEVEL</b>	<b>PERSONS INVOLVED</b>	<b>FUNCTION</b>
1. Program Mgt. and Coordinating Office	<p>Rodrigo N de Guzman as Program Director</p> <p>Ma Filipinas F N Verzosa - Staff, Communal group</p> <p>Rubenito M Corpuz - Staff, IDD group</p> <p>Marilou S Regondola - Staff, Finance Group</p>	<p>Oversee the overall program implementation</p> <p>Coordinate with DA on MOA approval, fund control, monitoring and reporting. Liase with other C.O. offices and periodically communicate with field office task group.</p>
2. Regional Monitoring Group	<p>Chief Engineering, IDD and Finance</p> <p>Chief Eng'g. as Team Leader</p> <p>IDD representative as member</p>	<p>Disseminate instructions from central office group to RIO and PIO. Requires PIO of all supporting document for MOA approval, sub-allot releases and consolidate liquidation for submission to C.O.</p> <p>Team Leader to coordinate with technical preparation, supervise the implementation and coordinate with DA Region on reporting and other matters.</p> <p>IDD to undertake public information campaign and guide PIO in making representation</p>

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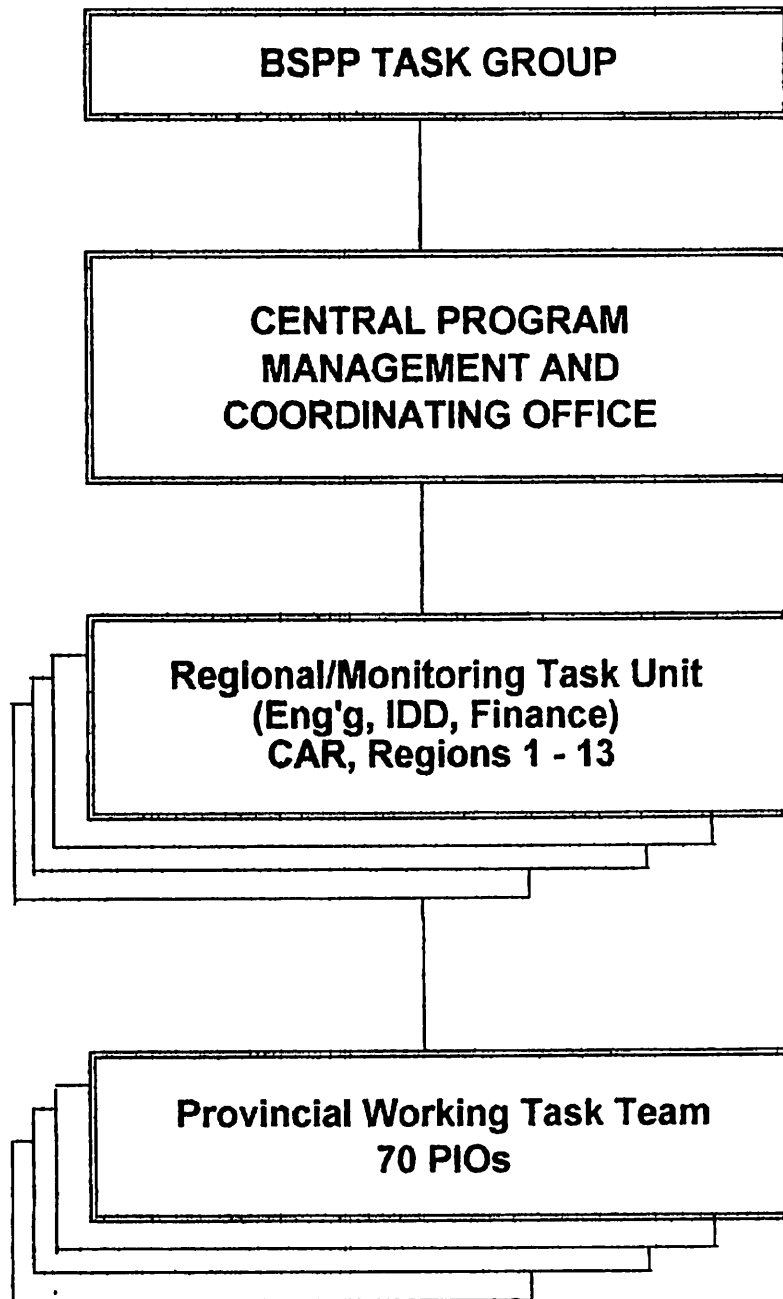


Figure 1. BSPP Central and Field Office Structure

	Finance representative as member	Finance to closely follow up funding releases and facilitate disbursement.
3. Provincial Working Group	PIO IDS Chief IDO	Identify projects, validate requested projects, prepare POW, present to LGU and IA. Assist in preparation of MOA and other supporting document. Supervise together with IA and LGU project implementation. Prepare disbursement and other reports.