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

MC # 16, 2000

MEMORANDUM CIRCULAR

TO : THE DEPUTY ADMINISTRATOR; ASSISTANT ADMINISTRATOR; HEADS OF DEPARTMENTS AND STAFFS; REGIONAL IRRIGATION MANAGERS; HEADS OF FOREIGN-ASSISTED PROJECTS; PROVINCIAL IRRIGATION OFFICERS; IRRIGATION SUPERINTENDENTS; AND ALL OTHERS CONCERNED

SUBJECT : GRANT OF PRODUCTIVITY INCENTIVE BENEFIT (PIB) FOR CY 1999

I. PURPOSE

The PIB authorized under Administrative Order No. 161 dated December 6, 1994 is hereby granted to qualified NIA officials and employees. The grant shall be in accordance with the rules and regulations prescribed under National Compensation Circular Nos. 73 and 73-A dated December 27, 1994 and March 1, 1995, respectively and duly approved by the NIA Board of Directors under Resolution No. 6961-00 dated June 10, 2000.

2. COVERAGE

2.1 The benefits herein authorized shall apply to all appointive officials and employees including casual/daily, temporary and contractual personnel whose employment is in the nature of regular personnel or whose appointment has been approved by the Civil Service Commission.

3. BASIS AND AMOUNT OF BENEFIT

3.1 The incentive pay shall be based on individual personnel productivity and performance as evaluated and determined by the heads of the respective offices and in accordance with the policies and standards set by the Civil Service Commission.

3.2 To be entitled to the PIB, officials/employees shall have at least satisfactory performance ratings for the two (2) semesters of CY 1999 and shall have contributed to the productivity of the office/agency as determined by the respective heads of offices.

[Signature]

3.3 The PIB shall be in the amount of two thousand pesos (P2,000.00) each recipient. The reference of P2,000.00 per employee shall be for purposes only of determining the total cost of the incentive pay that will be utilized for the purpose and should not be construed to mean as prescribing an across-the-board grant of said incentive.

4. NIA Officials and Employees who Transferred from One Agency to Another and Those Employed on Part-Time Basis.

4.1 The PIB of officials and employees who transferred to another government office/agency on or before the end of CY 1999 for which the PIB is granted shall be paid by the new office/agency while the benefits of those who transferred after December 31, 1999 shall be paid by NIA.

4.2 The PIB of officials and employees who are employed on a part-time basis shall be equivalent to one-half of the full amount received by full-time officials/employees with the same productivity and performance appraisal.


5. FUNDING SOURCE

The amount necessary for the purpose of implementing this Circular shall be sourced fully from the Calendar Year 2000 Budget.

Funds to cover those whose salaries/wages are charged against the COB shall be charged thereto subject to availability of internally generated cash. Those whose positions are authorized under Project Plantilla shall be charged against their respective Project funds.

6. Chiefs of Offices/Projects concerned shall be held responsible for the implementation of this Circular in their respective area of jurisdiction and shall be held liable for any deviation/s from the provisions hereof, without prejudice, however, to the refund of any excess payments by the employees concerned.
7. Cases concerning the PIB of officials and employees who were newly-hired, retired, on leave of absence with or without pay, or on authorized attendance at a training course/scholarship grant or any other similar activity shall be referred to the Central Office, Attn. The Assistant Administrator for Administrative Services.
8. This Circular shall cover the grant of PIB for CY 1999.

Compliance hereon is enjoined.


MANUEL S. AREVALO
Administrator

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NATIONAL IRRIGATION ADMINISTRATION

BOARD OF DIRECTORS RESOLUTION

SUBJECT : Grant of Productivity Incentive Benefit for CY 1999.

RESOLUTION NO. 6961-00
SERIES OF 2000

RESOLVED, as it is hereby resolved, to approve the grant of Productivity Incentive Benefits (PIB) to government personnel in the amount of **Two Thousand Pesos (P2,000.00)** per qualified NIA official/employee, pursuant to National Compensation Circular (NCC) No.73 and 73-A dated December 27, 1994 and March 1, 1995, respectively and Administrative Order No. 161 dated December 6, 1994.

Funds to cover the PIB payment involving a total estimated amount of P12.5 M for personnel of the Central and Regional Offices whose salaries and wages are charged against the Current Operating Budget shall be charged thereto while those of project personnel shall be charged against their respective project funds.

Date Adopted:

July 10, 2000

I, the undersigned, hereby certify that the foregoing is a true copy of the resolution adopted by the Board of Directors of the National Irrigation Administration and spread in the minutes of a duly constituted meeting of said Board held on July 10, 2000.

773rd Regular Meeting



FRANK S. ABALOS
Corporate Board Secretary

June 7/19