



Republika ng Pilipinas
Department of Agriculture
Pambansang Pangasiwaan ng Patubig
(NATIONAL IRRIGATION ADMINISTRATION)
Lungsod ng Quezon

OFFICE ADDRESS : National Government Center
E. Delos Santos Avenue, Diliman
Quezon City, Philippines 1100

Telephone Nos. : (632) 929-6071 to 78
Fax : 926-1593; 927-7270
E-Mail : soem@nia.gov.ph

MEMORANDUM CIRCULAR NO. 2 S. 2003

TO : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS, DEPARTMENT/STAFF MANAGERS, REGIONAL IRRIGATION MANAGERS, OPERATION/PROJECT MANAGERS, IRRIGATION SUPERINTENDENTS, PROVINCIAL IRRIGATION ENGINEERS AND ALL OTHERS CONCERNED

SUBJECT : PROJECT ALLOWANCE FOR PROVINCIAL IRRIGATION OFFICES FOR CIS/CIP PROJECTS

Effective January 1, 2003, Provincial Irrigation Offices, as represented by the Provincial Irrigation Officers or designated Acting Provincial Irrigation officers, are hereby granted project allowance in the amount of PHP500.00 per month per CIS/CIP project, subject to the following conditions:

1. Only projects under detailed engineering and design and those with on-going construction activities may be considered.
2. On-going projects with more than 15% slippage on its physical or financial accomplishment targets per S-Curve and/or monthly progress report will not be eligible for allowance.
3. Payment of project allowance should be charged against corresponding projects.
4. Total project allowance shall not exceed PHP5,000.00/month per Provincial Irrigation Officer.
5. The allowance shall cover legitimate expenses incurred by employees of the Provincial Irrigation Office, **not necessarily the Provincial Irrigation Officer alone** and shall be disbursed in accordance with the guidelines stipulated in MC No. 40, s. 1980 except for item no. 2, where the cost of meals and snacks has been increased to a maximum amount of P100 per participant per meeting from a maximum amount of P25.

This memorandum supersedes MC # 23, s. 1990 regarding Project Allowance of Provincial Irrigation Offices.


JESUS EMMANUEL M. PARAS
Administrator

January 31, 2003