



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

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OUR REFERENCE:

MC No. 26, s. 2003

MEMORANDUM CIRCULAR

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

SUBJECT : ATTENDANCE TO CULMINATION OF NIA's 40th RUBY MILESTONE ANNIVERSARY

The President of the Republic of the Philippines, Her Excellency Gloria Macapagal Arroyo will be with us to grace the culmination of the week-long celebration of the 40th Anniversary of our Agency on June 21, 2003, a Saturday.

Given such an honor and privilege, and with all due respect to our Most Distinguished Guest on our Ruby Milestone celebration, NIA officials and employees of the Central Office, CO-based Projects and those from the different regional/operation/project offices on official business at the C.O. are enjoined to get involved and be part of the said affair on June 21, 2003, Saturday, not later than 7:30 in the morning.

Central Office and CO-based Project personnel, male and female alike, are required to wear their Monday uniform on the said date. The wearing of the NIA I.D. is a must requirement for identification and security purposes.

Attendance to the said affair shall be considered as service outside of the regular working hours. Thus, compensatory day-off shall be allowed to those in attendance on the said day pursuant to Sec. 30 of CSC-MC No. 14, s. 1999. Chiefs of offices concerned shall come up with a Schedule of Compensatory Day-off for the information and guidance of their respective concerned personnel to avoid the occurrence of unnecessary disruption of work.

Be guided accordingly.



JESUS EMMANUEL M. PARAS
Administrator

18 June 2003