



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

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OUR REFERENCE:

MC No. 17, Series of 2004

MEMORANDUM CIRCULAR

**TO : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT/ REGIONAL/ OPERATIONS/ PROJECT MANAGERS,
PROVINCIAL IRRIGATION MANAGERS, DIVISION MANAGERS,
IRRIGATION SUPERINTENDENTS AND ALL OTHERS
CONCERNED**

**SUBJECT : AMENDMENT TO THE NIA ADMINISTRATIVE DISCIPLINARY
RULES ON SEXUAL HARASSMENT CASES**

On March 13, 2002, MC No. 16, Series of 2002 adopting the Administrative Disciplinary Rules on Sexual Harassment Cases was issued pursuant to Section 58 of CSC Resolution No. 01-0940.

A difference on the marking of evidence provision between the above mentioned NIA MC No. 16, Series of 2002 and the Civil Service Commission Rules was noted during one of the seminars conducted for the Committee on Decorum and Investigation in the implementation of said administrative disciplinary rules.

Thus, Section 31(Marking of Evidence Provision) of NIA MC No. 16, Series of 2002 is hereby amended, to read as follows:

"Section 31. Markings.- All documentary evidence or exhibits shall be properly marked by letters (A, B, C, etc.) if presented by the Complainant and by numbers (1, 2, 3, etc.) if presented by the Respondent. These shall form part of the complete records of the case."

Be guided accordingly.

MAY 28, 2004


JESUS EMMANUEL M. PARAS
Administrator