



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

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OUR REFERENCE:

MC No. 99, s. 2005

MEMORANDUM CIRCULAR

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

SUBJECT : **GRANT OF PERFORMANCE BONUS FOR FY 2005**

1.0 PURPOSE

This Circular is issued consistent with the provisions of Budget Circular No. 2005-7 implementing Administrative Order (AO) No. 131 both dated December 15, 2005 authorizing the grant of Performance Bonus (PerB) to all government employees.

The PerB is a one-time reward for the contribution of agencies for their commendable efforts exerted towards the achievement of sound fiscal performance. In contrast with the Productivity Incentive Benefit (PIB), which is granted based on individual employee performance, the PerB is a reward for institutional performance.

2.0 COVERAGE

- 2.1 All NIA personnel whether on permanent, temporary, casual or contractual basis who have rendered at least four (4) months of service as of November 30, 2005, are entitled to

receive the PerB in the amount of Five Thousand Pesos (P5,000.00) each.

2.1.1 All NIA personnel as defined under Item No. 2.1 of this Circular shall be entitled to the full amount of the PerB provided they have rendered at least a total or an aggregate of four (4) months of service, including leaves of absence with pay.

2.1.2 NIA personnel who have rendered less than the aggregate four (4) months of service shall also be entitled to partial PerB pro-rated as follows:

Length of Service	Percentage	Amount
3 months but less than 4 months	40%	P2,000.00
2 months but less than 3 months	30%	1,500.00
1 month but less than 2 months	20%	1,000.00
Less than one (1) month	10%	500.00

3.0 EXEMPTION

NIA personnel under the following instances as of November 30, 2005 are not entitled to the PerB:

3.1.1 Those who are absent without leave (AWOL);

3.1.2 Those who are no longer in the service due to retirement/resignation/separation/death or for whatever reasons; and

3.1.3 Those who have been hired not as part of the organic manpower of agencies but as consultants or experts, to perform specific activities or services with expected outputs; laborers of contracted projects (pakiao); and others whose remuneration are not taken from the budgetary allocation for Personal Services under the agencies' FY 2005 budget;

3.1.4 Those who were formally charged administrative cases as well as criminal cases, which relate to acts or omissions in connection with their official duties and

functions and found guilty and/or meted penalties in FY 2005, except when the penalty is a mere reprimand.

4.0 FUNDING SOURCE

Funds for the purpose of implementing this Circular for those whose salaries/wages are charged against the Current Operating Budget for 2005 shall be charged thereto. Those whose positions are authorized under Project Plantilla shall be charged against their respective Project funds.

5.0 RESPONSIBILITY OF CHIEFS OF OFFICES

The Chiefs of Offices/Projects concerned shall be held responsible for the implementation of this Circular in their respective area/s of jurisdiction and shall be held liable for any deviation/s from the provisions hereof, without prejudice, however, to the refund of any excess payment by the employees concerned.

6.0 SAVING CLAUSE

Cases not covered by this Circular shall be referred to the Department of Budget and Management thru the Assistant Administrator for Administrative Services for resolution.

7.0 EFFECTIVITY

Payment of the PerB shall be made not earlier than December 16, 2005.

Be guided accordingly.


BALTAZAR H. USIS
Administrator