



Republika ng Pilipinas  
**PAMBANSANG PANGASIWAAN NG PATUBIG**  
**(NATIONAL IRRIGATION ADMINISTRATION)**  
Lungsod ng Quezon

**MEMORANDUM CIRCULAR**

MC# 72 s, 2007

**TO : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,  
DEPARTMENT MANAGERS, REGIONAL IRRIGATION MANAGERS,  
OPERATION / PROJECT MANAGERS, HEADS OF STAFF, PROVINCIAL  
IRRIGATION OFFICERS, IRRIGATION SUPERINTENDENTS,  
CORPORATE / REGIONAL / PROJECT AUDITORS,  
AND ALL OTHERS CONCERNED.**

**SUBJECT : MOTORCYCLE ALLOWANCE FOR IRRIGATION TECHNICIANS AND PUMP  
MECHANICS OF PROVINCIAL IRRIGATION OFFICES AND WATERMASTERS  
AND WATER MANAGEMENT TECHNICIANS OF NATIONAL IRRIGATION  
SYSTEMS AND OTHER DEPUTIZED COLLECTORS**

It has been observed that the amount of motorcycle allowance provided for Irrigation Technicians and Pump Mechanics of Provincial Irrigation Offices and Watermasters and Water Management Technicians of National Irrigation Systems as approved by the Administrator and duly noted by the Board of Directors under MC # 44, S. 2003 is at present no longer realistic due to the escalation in the prices of gasoline and spare parts.

In order to meet the required motorcycle allowance for aforesaid personnel, MC # 44, S. 2003 is hereby amended pursuant to Board Resolution No. 7463-07, Series of 2007 which was adopted by the NIA Board during its 838<sup>th</sup> Regular Meeting on August 21, 2007 as follows :

1. For Irrigation Technicians and Pump Mechanics of Provincial Irrigation Offices and Watermasters and Water Management Technicians of National Irrigation Systems - P 1,000 a month plus P 1.00 per kilometer of official travel but not exceeding 850 kilometers per month.
2. For Deputized Collectors of National Irrigation Systems - P 1,000 a month plus P 1.00 per kilometer of official travel but not exceeding 850 kilometers per month during the peak of irrigation fee collection periods which shall be designated by the Irrigation Superintendent/Officer-In-Charge, but not to exceed four (4) months in a year.

Before claims for motorcycle allowance could be availed of, the Irrigation Technicians, Pump Mechanics, Watermasters, Water Management Technicians or Deputized Collectors must file with his Office, xerox copy of the certificate of registration of the motorcycle showing sole ownership of the vehicle.

Claims for motorcycle allowance shall also be supported with detailed daily statement of official travel indicating therein the kilometer of official travel undertaken. It is understood that official travel does not include travel from residence to office and back. The statement of official travel should be consistent with the daily time records of Irrigation Technicians and Pump Mechanics and the daily time sheets of the Watermasters, Water Management Technicians and Deputized Collectors.

Should verification by higher NIA Official of their time record and time sheets be found inconsistent, any overpayment of the motorcycle allowance shall be the responsibility of approving official. This does not however, relieve the Irrigation Technician, Pump Mechanic, Watermasters, Water Management Technician and Deputized Collector concerned of his liability.

The grant of the increased motorcycle allowance shall be implemented effective September 1, 2007.

This supersedes all previously issued Memorandum Circulars (i.e. MC # 15, s. '69; MC # 15-A, s. '69; MC # 39, s. '77, MC # 84, s. '80, MC #17, s. 1988 and MC#44, s. 2003) granting motorcycle allowance to Watermasters, Supervising Watermasters, Irrigation Technicians and Pump Mechanics of this agency.

Please be guided accordingly.

  
**MARCELINO V. TUGAOEN, JR., Ph. D**  
Administrator

November 6, 2007

Date