



Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

MC No. 02, s. 2008

MEMORANDUM CIRCULAR

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

SUBJECT: Clarification on Submission of Periodic Reports per MC No. 79, s. 2007 on Incentive Policy for Payment of ISF Back Accounts in NISOs and Amortization in PIOs

For clarification, the third paragraph under **Incentive Policy for Field Implementors** per MC No. 79, s. 2007 is hereby restated to read as follows:

Periodic Reports per Annex C, as of June 30 and December 31, 2007 and every semester thereafter, shall be submitted to the Office of the Deputy Administrator for monitoring and evaluation purposes, and where discrepancies or inconsistencies found, for appropriate action. The report shall include lot number, name of payor, area, and amounts paid to current account (include the current billing) and back account. Request for Payment under this policy shall be coursed through the same office for validation and recommendation for approval of the Administrator and issuance of Journal Entry Voucher (JEV). The request shall be supported with Statement of Computation (sample attached) certified correct by the Regional Accountant and approved by the Regional Manager.

For computing the incentives for field implementors for CY2007, the back account collections beginning January 1, 2007 shall be used in determining the total collections for the year to be compared with the average annual back account collections.

Please be guided accordingly.


MARCELINO V. TUGAOEN, JR.
Administrator

January 15, 2008

STATEMENT OF COMPUTATION

OFFICE	TOTAL BA ACTUAL COLLECTION JAN. TO DEC.	DEDUCTION			NET Back Acct.	DISTRIBUTION		
		IA Incentive	Retainers	Average Annual BA Collection Per Annex A/B MC No. 79, S. 2007		F.O.	R.O./H.O.	C. O.
						50%	20%	30%
NISO 1								
NISO 2								
NISO 3								
NISO 4								
Sub-Total								
PIO 1								
PIO 2								
PIO 3								
PIO 4								
Sub-Total								
GRAND - TOTAL								

CERTIFIED CORRECT:

APPROVED:

Regional Accountant

RIM/ OM