



Republic of the Philippines

Pambansang Pangasiwaan ng Patubig

(NATIONAL IRRIGATION ADMINISTRATION)

Lungsod ng Quezon

OFFICE ADDRESS: NATIONAL GOVERNMENT CENTER
E. DELOS SANTOS AVENUE
QUEZON CITY, PHILIPPINES

TELEPHONE NOS.: 929-6071 to 78
TELEFAX NO., 928-9343
TIN NO.: 000-916-415

M.C. NO. 22 S 2008

MEMORANDUM CIRCULAR

To : **ALL REGIONAL MANAGERS, OPERATIONS
MANAGERS and PROJECT MANAGERS**
National Irrigation Administration

SUBJECT : CELLPHONE ALLOWANCE

The Management recognizes that fast and efficient mode of communications is a vital tool of key officials not only in overseeing the day-to-day operations of the office, and in making timely decisions but also in establishing link with various stakeholders, and with national, and local government officials.

In view hereof, the allowable cellphone allowance for Regional Managers, Operations Managers, and Project Managers is hereby increased from P2,000.00 to P3,000.00 per month effective April 2008. It is understood that expenses incurred in excess of the limit set hereof shall be borne by the official concerned. Expenses relative to this shall be charged against their respective budget subject to the usual accounting and auditing rules and regulations.

This circular is an amendment to MC No. 40 S. of 2005.


CARLOS S. SALAZAR
OIC-Administrator

13 May 2008

Date