



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

OFFICE ADDRESS: NATIONAL GOVERNMENT CENTER  
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OUR REFERENCE:

MC No. 57, S. 2011

**MEMORANDUM CIRCULAR**

**TO : THE SENIOR DEPUTY ADMINISTRATOR, DEPUTY  
ADMINISTRATORS, DEPARTMENT / REGIONAL /  
OPERATION/PROJECT MANAGERS, DIVISION  
MANAGERS AND ALL OTHERS CONCERNED**

**SUBJECT : INCENTIVE FOR CY 2011**

**DATE : November 22, 2011**

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In recognition of the exemplary performance of the entire workforce of the Agency which led to the attainment of our targets/commitments, realization of a cost-efficient operations and strong financial viability as well as in cognizance of the clamor of our employees to relieve them from their present economic difficulties, the NIA Management decided to grant this incentive.

In view hereof, the Deputy Administrator for Administrative and Finance Sector and all Regional/Operation/Project Managers and all others concerned are authorized to grant the amount of **THIRTY THOUSAND PESOS (Php 30,000.00)** to all qualified NIA officials and employees, subject to the following guidelines:

**COVERAGE**

1. All NIA officials and employees whether permanent, temporary, casual/daily, co-terminus or contractual whose appointments/contracts were passed upon by the Civil Service Commission (CSC), who are in the service for at least ten (10) months as of October 31, 2011 and continue to be in the service as of the time of grant.
2. Those hired through contract of service and job order where no employer-employee relationship exists shall be excluded from the coverage.

**PAYMENT**

This incentive shall be paid not later than November 25, 2011.

## **SAVING CLAUSE**

All questions/issues arising from the implementation of this Circular shall be referred to the Office of the Deputy Administrator for Administrative and Finance Sector.

Be guided accordingly.



**ANTONIO S. NANGEL**  
Administrator