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

OFFICE ADDRESS: NATIONAL GOVERNMENT CENTER
E. DE LOS SANTOS AVENUE
QUEZON CITY PHILIPPINES

TELEPHONE NOS.: 929-6071 TO 78
TELEFAX NO.: 926-2846
TIN: 000-916-415

OUR REFERENCE:

MC No. 33 Series of 2010

MEMORANDUM CIRCULAR

**TO : THE SENIOR DEPUTY ADMINISTRATOR,
DEPUTY ADMINISTRATORS, DEPARTMENT MANAGERS,
REGIONAL IRRIGATION MANAGERS, OPERATIONS/
PROJECT MANAGERS, PROVINCIAL IRRIGATION MANAGEMENT OFFICERS
AND ALL OTHERS CONCERNED**

SUBJECT : AMENDMENT OF THE COMPOSITION AND CREATION OF THE DIVISIONS OF THE RECONSTITUTED COMMITTEE ON DISCIPLINE

During the Fourth (4th) Reconstituted Committee on Discipline meeting last April 26, 2010, the Committee acknowledged the need to amend the composition of the Committee for a speedy disposition of the COD Cases.

Pursuant thereto, the members of the Committee on Discipline, created by virtue of NIA MC No. 23, Series of 2000 and reconstituted by virtue of NIA MC No. 12, Series of 2009, is hereby amended as follows:

COMPOSITION:

The NIA Committee on Discipline shall be composed of the following:

Chairman	: Deputy Administrator for Administrative Services and Financial Management
Vice-Chairman	: Manager, Legal Services Department
Members	: 3 Legal Officers, Legal Services Department Manager, Engineering Department Manager, Operations Department Manager, Financial Management Department Manager, Administrative Department Manager, Human Resources Division 1 Representative, Administrative Department President, NIAEASP 1 Representative, NIAEASP
Secretariat	: Legal Services Department

To effectively discharge its functions, the aforesaid Committee is hereby divided into four (4) divisions composed of three (3) members per division whose membership shall be agreed upon by the foregoing COD composition:

FIRST DIVISION - Personnel and Administrative Matters

SECOND DIVISION - Finance and Procurement Matters
THIRD DIVISION - Operations and Technical Matters
FOURTH DIVISION - Other Matters

The jurisdiction, powers and functions of the Committee on Discipline provided in the NIA MC No. 23, Series of 2000 shall be retained.

All other Memorandum Circulars inconsistent herewith are deemed revoked or superseded.

For strict compliance.

Signed this 19th of May 2010.

ALEXANDER A. REUYAN
Acting Administrator

COMPOSITION OF THE RECONSTITUTED COMMITTEE ON DISCIPLINE

NIA CENTRAL OFFICE

CHAIRMAN, RECONSTITUTED COMMITTEE ON DISCIPLINE

Deputy Administrator for Administrative and Financial Management

FIRST DIVISION	SECOND DIVISION	THIRD DIVISION	FOURTH DIVISION
Personnel and Administrative Matters	Finance and Procurement Matters	Operations and Technical Matters	Other Matters
CHAIRMAN Legal Officer V, Legal Services Department	**CHAIRMAN** Legal Officer V, Legal Services Department	**CHAIRMAN** Legal Officer IV, Legal Services Department	**CHAIRMAN** Dept. Manager, Legal Services Department
MEMBER Manager, Human Resources Division	**MEMBER** President, NIAEASP	**MEMBER** Manager, Administrative Dept.	**MEMBER** Manager, Financial Management Dept.
MEMBER Manager, Operations Dept.	**MEMBER** Representative, NIAEASP	**MEMBER** Manager, Engineering Dept.	**MEMBER** Representative, Administrative Dept.