



MEMORANDUM CIRCULAR No. 53
Series of 2026

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

SUBJECT : HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) RESOLUTION NO. 1, SERIES OF 2026

The National Irrigation Administration hereby issues the enclosed Human Resource Merit Promotion and Selection Board (HRMPSB) Resolution No. 1, series of 2026, which amends Item No. 5 of HRMPSB Resolution No. 5, series of 2025, as disseminated under NIA Memorandum Circular No. 85, series of 2025.

For strict compliance.

ENGR. EDUARDO EDDIE G. GUILLEN

Administrator

26 MAY 2026

Date





**HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)
RESOLUTION NO. 1, SERIES OF 2026**

**A RESOLUTION AMENDING THE COVERAGE OF PRACTICE OF PROFESSION
REGULATED BY BAR OR BOARD LAWS FOR PURPOSES OF APPOINTMENT TO
MANAGERIAL POSITIONS IN THE NATIONAL IRRIGATION ADMINISTRATION**

WHEREAS, NIA MC No. 85, s. 2025 issued HRMPSB Resolution No. 1, series of 2025, which prescribes, among, others the lists of managerial positions in the National Irrigation Administration that are exempt from the master’s degree requirement, as these involve practice of profession regulated by bar or board laws, to wit:

Managerial Positions	Required Licenses
Department Manager A of Operations Department	RA 1080 (CE), RA 1080 (AE)
Department Manager A of Engineering Department	RA 1080 (CE)
Department Manager A of Legal Services	RA 1080 (BAR)
Division Manager A of Engineering and Operation Division	RA 1080 (CE), RA 1080 (AE)
Division Manager A of Systems Management Division	RA 1080 (CE), RA 1080 (AE)
Division Manager A of Accounting Division	RA 1080 (CPA)
Division Manager A of Design & Specifications Division	RA 1080 (CE)
Division Manager A of Construction Management Division	RA 1080 (CE)
Division Manager A of Equipment Management Division	RA 1080 (ME)
Division Manager A of Project Planning Division	RA 1080 (CE), RA 1080 (AE)

WHEREAS, upon review of the qualification standards for the above-cited managerial positions, there is a need to revisit the minimum qualification requirements to align with evolving professional standards and to provide greater flexibility in assessing the proficiency of applicants;

WHEREAS, certain section chief positions considered as next-in-rank to managerial positions based on the Agency’s approved Systems of Ranking Positions for Second Level, are consequently not included among the shortlisted qualified applicants since



their professional license/eligibility does not fall under the required practice of profession based as stated on the afore-cited memorandum;

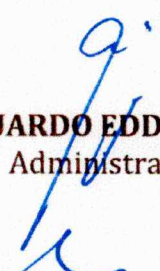
WHEREAS, the policy shift in the minimum qualification requirements aims to broaden the career progression within the Agency by aligning the qualification standards of the NIA with its System of Ranking Positions for Second level;

WHEREAS, the appointment in the Agency remains to be discretionary on the part of the appointing officer or authority in accordance with the existing civil service law, rules and regulations;

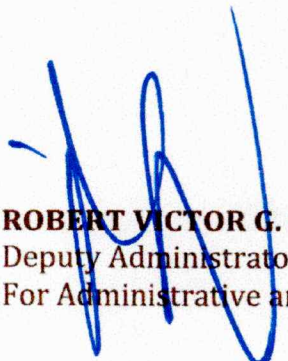
NOW THEREFORE, premises considered, the following managerial positions shall no longer involve practice of profession as regulated by board laws. Accordingly, these positions shall require master's degree and second level eligibility as minimum qualification requirements:

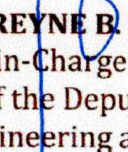
1. Department Manager A of Operations Department
2. Department Manager A of Engineering Department
3. Division Manager A of Engineering and Operation Division
4. Division Manager A of Systems Management Division
5. Division Manager A of Design & Specifications Division
6. Division Manager A of Construction Management Division
7. Division Manager A of Project Planning Division

This Resolution takes effect on March 2, 2026 unless sooner revoked.


ENGR. EDUARDO EDDIE G. GUILLEN
Administrator


ENGR. ROBERT C. SUGUITAN
Senior Deputy Administrator


ROBERT VICTOR G. SEARES JR.
Deputy Administrator
For Administrative and Finance


ENGR. REYNE B. UGAY
Officer-in-Charge
Office of the Deputy Administrator
For Engineering and Operations



MEMORANDUM CIRCULAR No. 85
Series of 2025

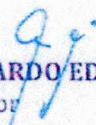
TO : THE SENIOR DEPUTY ADMINISTRATOR, DEPUTY ADMINISTRATORS,
THE REGIONAL/DEPARTMENT/PROJECT MANAGERS, DIVISION
MANAGERS, AND ALL OTHERS CONCERNED

SUBJECT : HUMAN RESOURCE MERIT PROMOTION SELECTION BOARD (HRMPSB)
RESOLUTION NO. 1, SERIES OF 2025

To ensure transparency, fairness, and uniformity in the implementation of the Agency's recruitment and promotion system, the Agency hereby issues **HRMPSB Resolution No. 1, Series of 2025**; entitled: **"A Resolution Providing for Internal Policies on Appointment/Hiring of NIA Officials and Employees for First Level and Second Level Positions"**.

This Resolution was formulated in consonance with the CSC-approved NIA Merit Selection Plan (NIA MSP) and builds upon HRMPSB Resolutions Nos. 1-2023 and 1-2024, prescribing additional internal guidelines to assist the HRMPSB in effectively carrying out its screening and evaluation functions. These supplementary guidelines do not amend or revise the provisions of the CSC-approved NIA MSP, but are intended to complement existing CSC policies and to strengthen the integrity of the Agency's appointment and promotion process.

Enclosed is the copy of the resolution for the guidance, and strict compliance of all concerned.


ENGR. EDUARDO/EDDIE G. GUILLEN
Administrator
Date 08 OCT 2025

