Republic of the Philippines
OFFICE OF THE PRESIDENT
NATIONAL IRRIGATION ADMINISTRATION
CENTRAL OFFICE

NATIONAL IRRIGATION ADMINISTRATION
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RD-RECORDS SECTION

BAGONG PILIPINAS

MEMORANDUM CIRCULAR No. 75
Series of 2026

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

SUBJECT : **CREATION OF THE NATIONAL IRRIGATION ADMINISTRATION COMMITTEE ON MONITORING AND EVALUATION, ACCOUNTABILITY, AND LEARNING FOR SENIOR CITIZENS AND PWDS**

Section 33 of the General Provisions under Fiscal Year 2025 General Appropriations Act (GAA) provides that *"All agencies of the government shall formulate plans, programs, and projects intended to address the concerns of Senior Citizens and Persons with Disability, in so far, as it relates to their mandated functions and integrate the same in their regular activities".* [1] These requirements were previously mandated under Section 36 of the FY 2023 GAA.[2]

To monitor and evaluate the implementation of these provisions across fiscal years, Department of Budget and Management-Department of Social Welfare and Development, National Commission of Senior Citizen-National Council on Disability Affairs (DBM-DSWD-NCSC-NCDA) Joint Memorandum Circular No.1, series of 2023: *"Monitoring and Evaluation of, Accountability for, and Learning from ("MEAL") the Implementation of Section 36 of the General Provisions Under Fiscal Year 2023 General Appropriation Act (GP 36 under FY 2023 GAA) or Equivalent Provision in the Years Thereafter Entitled "Programs and Projects Related to Senior Citizens and Persons with Disabilities"*, was issued which prescribes specific Programs, Projects , Activities and Services (PPAS) and aims to monitor the interventions of agencies of the government for Senior Citizens (SCs) and Persons With Disabilities (PWDs).

To formally task to lead the preparation and/or consolidation of the required reports and to ensure accountability and continuity in addressing the concerns of SCs and PWDs, a Committee and Technical Working Group on NIA-MEAL in ex-officio capacity are hereby created as follows:

COMMITTEE ON NIA-MEAL

A. Central Office

Chairperson: Deputy Administrator for Administrative and Finance Sector

[1] *Sec. 33, General Provisions, FY 2025 GAA. Programs and Projects Related to Senior Citizens and Persons with Disability*
[2] *Sec. 36, General Provisions, FY 2023 GAA. Programs and Projects Related to Senior Citizens and Persons with Disability.*

Vice Chairperson: Manager, Corporate Planning Services (CorPlan)

Members: Manager, Administrative Department (AD)
Manager, Financial Management Department (FMD)
Manager, Engineering Department
Manager, Operations Department
Manager, Legal Services
Manager, Internal Audit Services
Manager, Public Affairs and Information Staff
NIAEASP Representative

NIA-MEAL TECHNICAL WORKING GROUP

Manager, Planning and Programming Division, CorPlan (TWG Head)
Manager, Budget & Revenue Division, FMD
Manager, Human Resources Division, AD
Manager, General Services Division, AD
Manager, Procurement & Property Division, AD/Head, TWG-NIA GAD
Medical Officer V, Medical & Dental Services, AD

SECRETARIAT

Project Evaluation Officer III, PPD-Corplan (Head Secretariat)
Maintenance Superintendent B, GSD-AD
Sr. Industrial Relations Development Officer A, TCDS, HRD-AD
Sr. Industrial Relations Management Officer A, EWBS, HRD-AD
Sr. Industrial Nurse, MDS-AD
Storekeeper A, PPD-AD/GAD Secretariat

B. Field Office

Chairperson: Regional/Department/Project Manager

Members: Manager, Administrative and Finance Division
Manager, Engineering and Operations Division
Chief, Administrative Section
Industrial Nurse
NIAEASP Representative

Secretariat: Sr. Industrial Relations Management/Development Officer A

The Committee on NIA-MEAL:

1. Issue policies or other directives that support the plans, programs, projects and activities, budget, systems and procedures on the agency; and
2. Approve the plan, program and budget of the agency with the assistance of the Technical Working Group, and ensure its implementation.

The Technical Working Group

1. Identifies PPAS which will address the needs of SCs and PWDs such as the following:
    a. Information, education, and communication campaign/advocacy;
    b. Human resource development and capacity building for SCs and PWDs;

c. Promotion and provision of employment opportunities either in self, open or sheltered employment for SCs and PWDs;
d. Protection and safety programs for SCs and PWDs;
e. Researches that seek to provide policy recommendations and affirmative actions that are responsive to emerging and holistic needs of SCs and PWDs;
f. Other PPAS that the agency may implement to address the needs of the SCs and PWDs as these relate to their respective mandates.

2. Facilitate the preparation of consolidated annual report;
3. Assist in the capacity development and implementation of an appropriate capacity development program as deemed necessary;
4. Lead the conduct of advocacy activities to ensure critical support of agency officials, staff and relevant stakeholders to the activities of the Committee
5. Provides regular updates and recommendations to the head of agency on the PPAS for SCs and PWDs.

The Secretariat:

1. Coordinate with the various units of the agency including the Field offices and ensure their meaningful participation especially on the preparation, consolidation and submission of reports;
2. Prepare and consolidate TWG reports;
3. Assists in the conduct of related trainings/technical workshops; and
4. File all documents relative to all activities.

This memorandum shall take effect immediately.

For compliance.

ENGR. EDUARDO EDDIE G. GUILLEN
Administrator

Date: 03 SEP 2026