



Republic of the Philippines
OFFICE OF THE PRESIDENT
NATIONAL IRRIGATION ADMINISTRATION
REGIONAL OFFICE NO. V (BICOL REGION)

Ad Min



MEMORANDUM

TO : ALL ACTING MANAGERS/DISTRICT CHIEFS/OTHER CONCERNED
This Region

FROM : THE REGIONAL MANAGER
This Region

SUBJECT : COMMITTEE ON INFRASTRUCTURE DEVELOPMENT

Attached is Memorandum Circular No. 28, series of 2025, specifying the composition of the Committee on Infrastructure Development. This memorandum aims to ensure effective coordination and oversight in processing requests for additional funding to support various infrastructure initiatives.

For your information.

Engr. GAUDENCIO JOHN M. DE VERA
Date: APR 07 2025



Region 5 Regional Irrigation Office <r5@nia.gov.ph>

MC 28 s.2025

Personnel Relations, Document and Records Section <ad.hrd.prdrs@nia.gov.ph>

Fri, Mar 28, 2025 at 1:20 PM

To: Balog-Balog Multi Purpose Project <bbmp@nia.gov.ph>, CAR Cordillera Administrative Region <car@nia.gov.ph>, Chico River Pump Irrigation Project <crpip@nia.gov.ph>, Comprehensive Agrarian Reform Program - Irrigation Component <carp-ic@nia.gov.ph>, "Ilocos Norte, Ilocos Sur, Abra Irrigation Project" <inisaip@nia.gov.ph>, Jalaur River Multipurpose Project <jrmp@nia.gov.ph>, JRMPII PCO <jrmp2pcg@gmail.com>, Magat River Integrated Irrigation System <mariis@nia.gov.ph>, Malitubog-Maridagao Irrigation Project <mmp@nia.gov.ph>, NIA Personnel JRMP II <najrmp2@gmail.com>, Region 1 Regional Irrigation Office <r1@nia.gov.ph>, Region 10 Regional Irrigation Office <r10@nia.gov.ph>, Region 11 Regional Irrigation Office <r11@nia.gov.ph>, Region 12 Regional Irrigation Office <r12@nia.gov.ph>, Region 13 Regional Irrigation Office <r13@nia.gov.ph>, Region 2 Regional Irrigation Office <r2@nia.gov.ph>, Region 3 Regional Irrigation Office <r3@nia.gov.ph>, Region 4-A Regional Irrigation Office <r4a@nia.gov.ph>, Region 4-B Regional Irrigation Office <r4b@nia.gov.ph>, Region 4-B Regional Irrigation Office <mimaropa@nia.gov.ph>, Region 5 Regional Irrigation Office <r5@nia.gov.ph>, Region 6 Regional Irrigation Office <r6@nia.gov.ph>, Region 7 Regional Irrigation Office <r7@nia.gov.ph>, Region 8 Regional Irrigation Office <r8@nia.gov.ph>, Region 9 Regional Irrigation Office <r9@nia.gov.ph>, Umayam River Irrigation Project <urip@nia.gov.ph>, Upper Pampanga River Integrated Irrigation System <upriis@nia.gov.ph>
 Cc: Information Systems Development Section <cps.mid.isds@nia.gov.ph>, RENCE M LANUZA <rencelanuza@yahoo.com>

Good day,

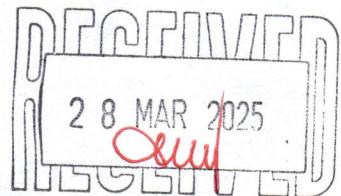
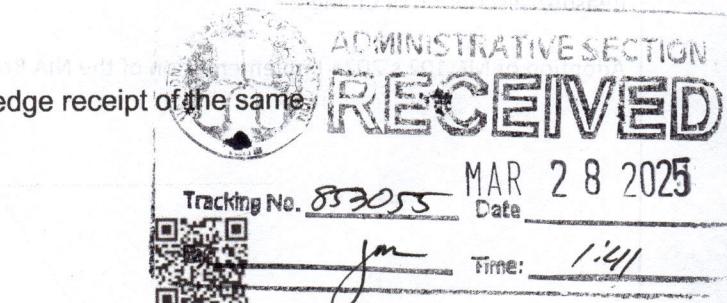
Kindly see attached Memorandum Circular and acknowledge receipt of the same.

Thank you.

ENRICO U. BUENALUZSUPERVISING RECORDS OFFICER
RECORDS SECTION, ADMINISTRATIVE DEPARTMENT

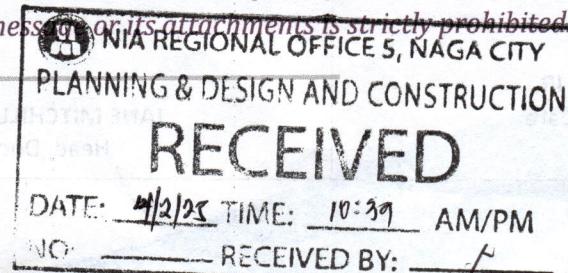
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MEMORANDUM CIRCULAR No. 28

Series of 2025

TO : THE SENIOR DEPUTY ADMINISTRATOR, DEPUTY ADMINISTRATORS, REGIONAL MANAGERS, DEPARTMENT MANAGERS, DIVISION MANAGERS, AND ALL OTHER CONCERNED

SUBJECT : COMMITTEE ON INFRASTRUCTURE DEVELOPMENT

In view of the voluminous requests from the Regional Offices for additional funding to support various infrastructure activities, it has become essential to establish a formal structure to address these needs. To ensure effective coordination and oversight, a Committee on Infrastructure Development is hereby created. The function of this committee is to review, evaluate, and prioritize funding requests while ensuring alignment with the organization's long-term goals and operational requirements.

Chairman : Administrator
Vice-Chairman : Senior Deputy Administrator
Members : Deputy Administrator for Engineering and Operations
Deputy Administrator for Administrative and Finance

The Committee shall be responsible for the strategic decision-making related to infrastructure development, ensuring that funding allocations are within the approved Corporate Operating Budget (COB) and are used judiciously. Furthermore, the Committee will oversee the monitoring and evaluation of funded projects to ensure they are executed efficiently and on time, irrespective of the funding source.

To provide the necessary technical expertise and assist in the Committee's efforts, a Technical Working Group (TWG) will be formed. The TWG will collaborate closely with the Committee, offering specialized guidance, preparing required technical documentation, and conducting assessments to support the decision-making process.

Chairman : Manager, Engineering Department
Vice-Chairman : Manager, Operations Department
Members : Manager, Financial Management Department
Manager, Corporate Planning Services
Manager, Administrative Department

The TWG will be responsible for conducting a thorough analysis of funding requests, assisting with project evaluations, and providing recommendations regarding the implementation of projects. This group will ensure that all proposals undergo a rigorous vetting process, ensuring they align with financial constraints and operational priorities. Additionally, it will ensure that the approved Program of Works (POW) and Detailed Plans are in place before any Advice of Sub-Allotment (ASA) is issued.

This Memorandum shall take effect immediately and shall supersede all other existing memoranda or circulars and all orders inconsistent herewith and shall remain in force unless otherwise revoked.

Eduardo Eddie G. Guillen
ENGR. EDUARDO EDDIE G. GUILLEN
Administrator

Date: 26 MAR 2025