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ADDENDUM TO NEA MEMORANDUM NO. 2008-010 ON THE REVISED GUIDELINES FOR EC OFFICERS AND EMPLOYEES REPRESENTATION ALLOWANCE AND AN UNNUMBERED NEA MEMORANDUM ON THE GRANT OF RICE AL...

NEA MEMORANDUM NO. 2009-12, March 26, 2009

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Borne out of the imperative to provide guidance to the ECs in setting the proper strategic direction which shall be responsive to what is being required in the present environment in the industry and shall motivate all officials and employees to perform excellently, necessary adjustments on the present EC set-up, as identified below, are hereby authorized to ensure nothing less but excellent performance from the ECs:

> (1) For Officials and Employees: The increase in rice allowance from the present rate to an amount ranging from P1,200 to P1,800 a month, subject to the availability of funds of the ECs and its capability to sustain this benefit is also being authorized to respond to an immediate and prevailing need among the employees of the ECs.
>
> (2) For General Managers: To be able to build and maintain an effective networking system with officials of other government and non-governmental organizations, the existing allowable reimbursable allowance of General Managers, supported with official receipts, shall be adjusted to an amount not to exceed Seven Thousand Pesos (P7,000.00) per month.

The General Manager shall be accountable for the proper implementation of these Guidelines while the Finance Services Manager and the Internal Auditor are to be responsible for monitoring.

Any provision of the NEA Memorandum dated 31 July 1997, specifically on the

Representation Allowance for EC General Managers and on the unnumbered NEA Memorandum dated 19 July 2000, which is inconsistent with these new Guidelines, is deemed superseded.

These Guidelines shall take effect fifteen (15) days after its publication in the Official Gazette or in a newspaper of general circulation.

Adopted: 26 March 2009

(SGD.) EDITA S. BUENO
Administrator

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