



IRIGA CITY WATER DISTRICT

RUFINO LLAGAS SR. ST., SAN ROQUE, IRIGA CITY
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February 17, 2014

DIR. CECILIA R. NIETO

Director IV
Civil Service Commission
Regional Office No. V
Rawis, Legaspi City

Madam:

In compliance with the provision of the ICWD-PRAISE approved by CSC, we are submitting the list of incentives granted for the year 2013, to wit:

1. LENGTH OF SERVICE INCENTIVE

This incentive was granted to officials and employees who have rendered three (3) years of continuous satisfactorily service in the same position. The cash award shall be incorporated in the salary adjustment following the CSC-DBM Joint Circular No. 1 s. 1990 provided, the grant of step increment shall not exceed the maximum. The following employees were granted increment:

NAME OF EMPLOYEE	Adjusted Salary Step	Adjusted Salary	Effectivity
1. Perseveranda M. de Villa	10-8	☐ 18,500.00	02/01/13
2. Gilbert B. Ignao	7-4	14,311.00	02/02/13
3. Juan M. Cerillo	6-4	13,312.00	03/19/13
4. Ramon A. Avila	6-4	13,312.00	03/19/13
5. Perpetou Jay N. Esplana	2-4	9,968.00	10/01/13
6. Henry N. Vargas	4-4	11,519.00	11/01/13
7. Domingo P. Concepcion	4-4	11,519.00	11/01/13

2. LOYALTY INCENTIVE

This incentive was granted to official and employees who has completed the required number of years of continuous satisfactory service in the ICWD. This award consist of cash bonus plus 14k ring, watch with ICWD emblem and Loyalty Award Certificate. The following employees were granted Loyalty Incentive, to wit:

NAME OF EMPLOYEE	No. of Years	AWARD	Date Received
1. Engr. Joseph Ulysses P. Fucio	15 yrs.	Cash + 14k Ring + Plaque	06/05/13
2. Juan M. Cerillo	15 yrs.	Cash + 14k Ring + Plaque	06/05/13
3. Ramon A. Avila	15 yrs.	Cash + 14k Ring + Plaque	06/05/13
4. Juvenal B. Neri	20 yrs.	Cash + Plaque	06/05/13

5. Engr. Jonel Feliciano R. Fenis	10 yrs.	Cash + 10k Pin + Plaque	12/20/13
6. Jose L. Ballester	10 yrs.	Cash + 10k Pin + Plaque	12/20/13
7. Mario D. Valle	10 yrs.	Cash + 10k Pin + Plaque	12/20/13
8. Albert A. Salvadora	10 yrs.	Cash + 10k Pin + Plaque	12/20/13
9. Manny B. Montañez	10 yrs.	Cash + 10k Pin + Plaque	12/20/13

3. SERVICE AWARD

This award was granted to Augusto A. Marmol, Customer Service Assistant C who retire for 31 years in service and received cash + service award plaque dated Dec. 20, 2013.

4. PRODUCTIVITY INCENTIVE

This incentive has given to forty seven (47) officials and employees who has very satisfactory and satisfactory rating for two (2) semesters 2012 based on Performance Evaluation System (PES).

5. ECONOMIC RELIEF ASSISTANCE

This benefit was given to officials and employees as provided for in Section 7.1 of the system.

6. FINANCIAL ASISTANCE

This benefit was granted to officials and employees as provided for in Sec. 6.7 of the system.

7. MEDICAL AND DENTAL ALLOWANCE

This benefit was granted to officials and employees pursuant to CSC MC No. 17 Series of 1989 and employees undergone Drug Test, Blood Chemistry, Flu Vaccine, Anti Tetanus and Physical Check Up. Said benefit is provided under Sec. 7.2 of the system.

8. GROCERY AND RICE ALLOWANCE

This benefit was given to officials and employees provided for in 7.3 & 4 of the system.

9. PHYSICAL FITNESS

Hataw is being conducted in ICWD compound by ICWD employees weekly every Thursday.

For your reference.

Very truly yours,

MARIETTA H. CRUZATA
Division Manager C

Noted:

ROMULO M. CORPORAL, JR.
General Manager