



*Tanggapan ng Kalihim  
Office of the Secretary*

June 4, 1999

DECS MEMORANDUM  
No 227, s 1999

**INTER-AGENCY TASK FORCE TO UPDATE CLASS POSITIONS IN DECS**

To Undersecretaries  
Assistant Secretaries  
Bureau/Service and Center Directors  
Regional Directors  
Schools Superintendents  
All Others Concerned

1 Republic Act No 6758, "Salary Standardization Law" is anchored on the principle of "Equal Work, Equal Pay" Towards this end, and pursuant to National Budget Memorandum No 87, dated February 2, 1999, all departments are tasked to review and update the classes of positions that make up its manpower to standardize the level of difficulty and responsibility of the duties assigned and qualifications required for each class Likewise, it is also essential to emphasize the essential facts that mark on class described as uniquely different from the other classes

2 To attain this purpose, an Inter-Agency Task Force is hereby organized comprising of the following

**DBM**

- Magdalena Aruta
- Lourdes Trinidad
- Susan Arbolante

**DECS**

- Chairperson Leovigildo P Arellano, Chief, Management Division
- Co-Chairperson Iluminada Palaris, Asst. Chief, Personnel Division
- Members Angelita M. Esdicut, Asst. Chief, SDD, BEE  
Lamberto Gabriel, Asst. Chief, SDD, BSE  
Teresita Virgo, EPS II, concurrently OIC of Administrative Division, BNFE  
Isabelo Villavecer, Chief, Nutrition Division, HNC  
Nelia V Benito, Chief, Test Development Division, NETRC  
Teresita De Guzman, Budget Officer III, Budget Division

Gerard Sy Montojo Private Secretary, Office of Assistant  
Secretary Mario P Bravo  
Louisa S Roberto, Management and Audit Analyst III,  
Management Division

- 3 The Committee shall have the following responsibilities
  - a. Come-up with the function description per class of the positions in the different DECS levels and submit the output to DBM on or before June 30, 1999,
  - b. Determine gaps and overlaps of functions by class positions, and
  - c. Synchronize functions by grade and by class position in close consultation with the DBM
- 4 The Committee shall closely coordinate with the various DECS levels to ensure that each class position is represented
- 5 The project personnel shall be entitled to monthly honoraria in accordance with the National Compensation Circular No 75, dated March 1, 1995
- 6 All regions are requested to support the activities to be initiated by the Committee
- 7 Wide dissemination of this Memorandum is desired

*Andrew Gonzalez*  
ANDREW GONZALEZ, FSC  
Secretary

Reference

None

Allotment. 1—(DO 50-97)

To be indicated in the Perpetual Index  
under the following subjects

BUREAUS & OFFICES  
COMMITTEES  
QUALIFICATIONS