

Republika ng Pilipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON, KULTURA AT ISPORTS
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)
Manila

June 19, 1984

MECS ORDER
No. 32, s. 1984

MEASURES ADOPTED TO AUGMENT THE COMPENSATION OF DESERVING
SCHOOL TEACHERS

To: Bureau Directors
Cultural Agency Directors
Regional Directors
Chiefs of Services and Heads of Units
Schools Superintendents
Presidents, State Colleges and Universities
Vocational School Superintendents/Administrators

1. Inclosed is a copy of Letter of Instructions No. 1406 dated May 1, 1984 directing the adoption of measures to augment the compensation of deserving school teachers within the budgetary capability of the National Government.

2. Pending the issuance of the budget circular to implement the special compensation measures, the following instructions are hereby issued:

a. Equivalent Records Form (ERF) Salary Adjustment

The salaries of those occupying positions covered by the Teacher Preparation Pay Schedule shall be adjusted on the basis of the duly approved Equivalent Records Form.

In this connection, it is desired that teachers who have duly post-audited Equivalent Records Form be advised to submit the same for implementation. ERFs not yet post-audited should be submitted to this Office.

b. Merit Increase Program

As regards the merit increase program, attention is invited to Civil Service Memorandum Circular No. 1, s. 1981 and National Budget Circular No. 340 dated February 27, 1981 inclosed with MEC Order No. 28, s. 1981.

Those who have duly approved papers for merit increase which have not been paid should be advised to submit same for implementation. For the information and guidance of all concerned, the following schedule is used in determining merit increases:

(1) Exemplary Performance

- very satisfactory performance as rated under the new PAS
- creditable accomplishment of special assignment that brought benefits to the government 1 salary step
- outstanding performance as rated under the new PAS 2 salary steps

- (2) Cost-saving innovation (idea, suggestion, invention, authorship/publication) which resulted in office savings 1 to 3 salary steps, depending on the savings generated

(3) Efficiency-enhancing innovations resulting in substantially improved operations/services in:

- one office or comparable organizational unit 1 salary step
- one Ministry or comparable agency including the bureaus/offices under/attached to it 2 salary steps
- the entire civil service system/government set-up 3 salary steps

(4) Scholastic/Educational Accomplishment

- earned a bachelor's degree on a program of study related to the employee's work with performance rating of at least very satisfactory 1 salary step
- earned a master's degree on a program of study related to the employee's work with performance rating of at least very satisfactory 1 salary step
- earned a doctoral degree on a program of study related to the employee's work with performance rating of at least very satisfactory 2 salary steps

The total number of recipients of selective merit increases in any calendar year shall not be more than twenty percent (20%) of the total personnel of the agency eligible for merit awards as of the end of the said calendar year **not shall it** exceed the amount provided for that calendar year. Priority in giving merit increases should be given to deserving school teachers and education support personnel.

c. Master Teacher Program

As regards the Master Teacher Program, attention is invited to National Compensation Circular No. 24 dated May 20, 1983, inclosed with MECS Order No. 62, s. 1983, further implementing the Career Progression System for Public School Teachers (Master Teacher Plan).

Pending the allotment of additional slots for Master Teachers, elementary grades teachers qualified for Master Teacher I and Master Teachers I qualified for Master Teacher II may be ranked on the basis of the guidelines given in MEC Order No. 10, s. 1979.

3. Officials and employees entrusted with the processing and/or approval of claims in connection with the ERF and merit increase program and ranking of teachers under the Master teacher program should now start processing such claims/papers and a listing of employees who may be entitled to the corresponding salary increase be made in order that implementation thereof may be made immediately upon receipt of the implementing guidelines.

4. In the evaluation of academic credits, care should be exercised so as to prevent abuses such as reported enrolment in courses but without any actual study or work being done.

5. It is desired that this Order be brought to the attention of all officials, teachers and other school personnel for their information and guidance.

(SGD.) JAIME C. LAYA
Minister

Incl.:

As stated

References:

MEC Orders: (Nos. 10, s. 1979) and (28, s. 1981)
MECS Order: (No. 62, s. 1983)

Allotment: 1-2-3- (D.O. 1-76)

To be indicated in the Perpetual Index under the following subjects:

Course of Study, ELEMENTARY

PROMOTION

RULES & REGULATIONS

SALARY

TEACHERS

LETTER OF INSTRUCTIONS NO. 1/06

DIRECTING THE ADOPTION OF MEASURES TO AUGMENT THE COMPENSATION OF
DESERVING SCHOOLTEACHERS, WITHIN THE BUDGETARY CAPABILITY OF
THE NATIONAL GOVERNMENT

To: The Minister of the Budget
The Minister of Education, Culture and Sports

Whereas, the attraction of the best schoolteachers into the service and their retention depends on an attractive level of compensation,

Whereas, the ability of the national government to grant increases in compensation is limited by its financial resources;

Whereas, the ability of the national government to grant increases in compensation is limited by its financial resources;

Whereas, there is a need to recognize meritorious performance, beyond the dictates of general increases due to the cost of living;

NOW, THEREFORE, I, FERDINAND E. MARCOS, President of the Philippines by virtue of the powers vested in me by Law, do hereby Order and Instruct the adoption of the following special compensation measures for schoolteachers in the national government:

1. The number of slots in the Master Teacher program, as provided under the plan for the Career Progression for Teachers shall be doubled, from the existing 5% of the total number of teachers, to 10%, thus allowing the conversion of about 15,000 teacher positions to Master Teachers;

2. The duly approved equivalent record forms (ERF) salary adjustment formula shall be implemented, whereby teachers who enrol in graduate courses of their duly approved equivalents shall be entitled to certain prescribed salary increases, benefiting about 60,000 teachers who have improved their educational qualifications and competence;

3. The compensation of Superintendents and Assistant Superintendents of Schools shall be adjusted so as to make their salaries comparable with those of their counterparts in first class provinces and cities, affecting some 360 officials

4. The merit increase program for deserving employees of government shall be revised as soon as possible, with priority to be given to deserving schoolteachers and education support personnel;

5. The Minister of the Budget and the Minister of Education, Culture and Sports shall design a gradual and orderly implementation of the measures directed under this Letter. The most deserving staff members may be authorized salary increases beginning May 1, 1984. Adjustments for others shall be staggered during the rest of the year, as evaluation of proposals are completed and to keep within the financial capability of the national government.

Done, in the City of Manila, this 1st day of May, nineteen hundred and eighty-four.

(SGD.) FERDINAND E. MARCOS
President
Republic of the Philippines