

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

February 15, 1988

DECS O R D E R
No. 18, s. 1988

GRANT OF 10% ACROSS-THE-BOARD SALARY INCREASE AND ADDITIONAL
COST-OF-LIVING ALLOWANCE TO NATIONAL GOVERNMENT EMPLOYEES

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Cultural Agency Directors
School Superintendents
Chief of Service and Heads of Units/Centers
Presidents, State Colleges and Universities
Vocational School Superintendents/Administrators

1. Inclosed are copies of National Compensation Circulars Nos. 51 and 52 dated January 20, 1988 and January 27, 1988 on the granting of 10% across-the-board salary increase and additional cost-of-living allowance to National Government employees, respectively, both effective January 1, 1988, which are self-explanatory.
2. Please be guided accordingly.

(SGD-) LOURDES R. QUISUMBING
Secretary

Incls.:
As stated

Reference:
MECS Order No. 55, s. 1984

Allotment: 1-2-3--(M.O. 1-87)

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

ALLOWANCE
RULES & REGULATIONS
SALARY

(Inclosure No. 1 to DECS Order No. 18, s. 1988)

Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacanang, Manila

NATIONAL COMPENSATION CIRCULAR 51
January 20, 1988

TO: HEADS OF DEPARTMENTS, BUREAUS, OFFICES AND AGENCIES OF THE NATIONAL GOVERNMENT, STATE COLLEGES AND UNIVERSITIES, GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS, LOCAL GOVERNMENT UNITS AND ALL OTHERS CONCERNED

SUBJECT: GRANT OF 10% ACROSS-THE-BOARD SALARY INCREASE TO NON-DAILY WAGE NATIONAL GOVERNMENT OFFICIALS AND EMPLOYEES

1.0 PURPOSE

This Circular is issued to implement Section 1, Special Provisions, Compensation and Organizational Adjustment Fund (COAF) of R.A. No. 6642, the General Appropriations Act for CY 1988, providing for the payment of at least ten percent (10%) across-the-board salary increase or adjustment in compensation of non-daily wage national government officials and employees, as partial implementation of the nationalized compensation and position plan of the National Government.

2.0 COVERAGE

- 2.1 Non-daily wage personnel in the National Government who are paid on a monthly basis, whether regular, temporary, contractual, casual or emergency are covered by this Circular.
- 2.2 Government-owned or controlled corporations and local government units may likewise give a ten percent (10%) across-the-board increase subject to availability of corporate funds and local funds, respectively.

3.0 EXCEPTIONS

- 3.1 All workers and employees who are paid on a daily wage basis entitled to the P10 increase under R.A. No. 6640, as implemented by NCC No. 50 dated January 30, 1988.
- 3.2 Military personnel of the Armed Forces of the Philippines in the active service whose monthly base pay have been adjusted under R.A. No. 6638, effective December 1, 1987.

4.0 DEFINITION

The actual basic salary of an employee for purposes of this Circular shall mean the basic salary received as of December 31, 1987, inclusive of any merit increases granted on or before December 31, 1987, but exclusive of incentive pay, transportation/representation and the mandatory cost-of-living allowances authorized under LOImp No. 116, EO No. 922 and EO Nos. 965 and 31, bonus and honorarium.

5.0 RULES AND REGULATIONS

5.1 The basic salary as of December 31, 1987 shall be increased by ten percent (10%).

5.2 In the case of Non-Itemized Positions, the compensation of contractual employees shall be increased in accordance with paragraph 5.1 herein only when the contract of employment/services has been duly approved under the Ministry of the Budget (now Department of Budget and Management) /Civil Service Commission Joint Circular No. 3, dated February 23, 1977. The basis of the computation of the salary increase provided herein shall be the hiring rate per NCC No. 47, s. of 1987 of the salary range allocation of a comparable class in the National Compensation and Position Classification Plans, exclusive of the 20% premium for contractual employees.

5.3 Emergency/casual employees whose salaries/wage are paid out of lump-sum appropriations shall be given the same percentage increase authorized under paragraph 5.1 hereof, provided their positions have been duly classified and approved under the National Compensation and Position Classification Plans.

6.0 FUNDING SOURCE

6.1 The salary increase authorized herein for national government employees shall be taken from the Compensation and Organizational Adjustment Fund (COAF) under R.A. No. 6642.

6.2 For government owned or controlled corporations, payment of salary increase shall be taken from internally generated funds.

6.3 For local government personnel, the amount necessary for payment of the salary increase shall be taken from salary savings, reversion of previously authorized appropriations and/or other local funds not otherwise appropriated which may be authorized by the Legislative bodies of the LCUs concerned.

7.0 REPORTING REQUIREMENT

The Chief Accountant of each department, bureau or other agency of the national government shall submit to the National Accounting and Finance Services/Government Corporation and Finance Bureau of the Department of Budget and Management not later than March 31, 1988, a statement of the actual payments made attaching thereto the corresponding payroll sheet.

8.0 RESPONSIBILITY OF THE HEAD OF AGENCY

The Head of department, bureau, agency, government owned or controlled corporations and financial institutions, or chief local executive officer of the local government units shall be held personally liable for any payment of salary increase not in accordance with the provisions of this Circular, without prejudice, however, to the refund of any excess payment by the employee concerned.

9.0 CONTRIBUTIONS

The salary increase herein authorized is subject to the mandatory requirements of GSIS life and retirement insurance premiums if the recipient is a member of the GSIS and the Pag-ibig Fund.

10.0 SAVING CLAUSE

Cases not covered by the provisions of this Circular shall be referred to the Department of Budget and Management for resolution.

11.0 EFFECTIVITY

The salary increase herein authorized shall take effect on January 1, 1988.

(SGD-) GUILLERMO N. CARAGUE
Secretary

A true copy

(Inclosure No. 2 to DECS Order No. 18, s. 1988)

Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacanang, Manila

NATIONAL COMPENSATION CIRCULAR NO. 52
January 27, 1988

TO : HEAD OF DEPARTMENTS, BUREAUS, OFFICES AND AGENCIES OF THE NATIONAL GOVERNMENT, STATE COLLEGES AND UNIVERSITIES, GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS/FINANCIAL INSTITUTIONS, LOCAL GOVERNMENT UNITS AND ALL OTHERS CONCERNED

SUBJECT : GRANT OF ADDITIONAL COST-OF-LIVING ALLOWANCE TO NATIONAL GOVERNMENT EMPLOYEES

1.0 PURPOSE

This Circular is issued to implement the Special Provision, of Purpose C. (Government Employees Amelioration Fund) under Personnel Benefits Fund of R.A. 6642, providing for the payment of additional cost-of-living allowance (COLA) at the rate of two hundred pesos (P200) each for all employees of the national government except those covered by Executive Order No. 152 and 152-A, the military personnel of the Armed Forces of the Philippines in the active service, and those officials whose salaries are provided in the Constitution.

2.0 COVERAGE

- 2.1 All employees in the national government whether regular, temporary, contractual, casual or emergency.
- 2.2 Uniformed personnel of the Integrated National Police in the active service until such time that House Bill No. 2585 entitled "An Act to Rationalize the Compensation Structures of the Members of the Integrated National Police in Active Service and Appropriating Funds Therefor" shall have been enacted into law.
- 2.3 Government owned or controlled corporations and local government units may likewise grant the additional cost-of-living allowance (COLA), subject to availability of corporate funds and local funds, respectively.

EXCEPTIONS

- 3.1 Employees whose positions are specified in E.O. No. 152 and E.O. No. 152-A, and those of equivalent positions as enumerated in National Compensation Circular No. 48 and its annexes, and all other employees not presently entitled to cost-of-living allowance.
- 3.2 Military personnel of the Armed Forces of the Philippines in the active service.
- 3.3 Those officials whose salaries are provided in the Constitution.
- 3.4 Uniformed personnel of the Integrated National Police upon approval of Republic Act (House Bill No. 2585) entitled "An Act to Rationalize the Compensation Structures of the Members of the Integrated National Police in Active Service and Appropriating Funds Therefor."
- 3.5 Consultants and experts hired by agencies for a limited period to perform specific activities or services with definite expected outputs.
- 3.6 Student-laborers, apprentices and other similar positions.

RULES AND REGULATIONS

- 4.1 Officials and employees of the national government who are paid on an annual or monthly basis shall be paid cost-of-living allowance of P200 per month in addition to the cost-of-living allowance authorized under E.O. No. 31 as implemented by NCC No. 41, E.O. No. 985 as implemented by NCC No. 31, E.O. No. 922 as implemented by NCC No. 374 and LOImp No. 116 as implemented by NBC No. 329.
- 4.2 Daily-paid workers and laborers shall be entitled to an additional cost-of-living allowance of P3.00 per day but not to exceed P200 per month. This is in addition to the cost-of-living allowance authorized under previous issuances mentioned above.
- 4.3 The cost-of-living allowance of an employee paid on the hourly, daily or part-time basis shall be computed on the basis of actual service rendered during the month.

5.0 FUNDING SOURCE

- 5.1 The additional cost-of-living allowance authorized herein shall be taken from the Government Employees Amelioration Fund (GEAF), R-A: 6642.
- 5.2 For government-owned and controlled corporations, it shall be subject to availability of funds to be taken from internally generated fund.
- 5.3 For local government personnel, such increases in cost-of-living allowance shall come from salary savings, reversion of previously authorized appropriations and/or other local funds not otherwise appropriated.

6.0 RESPONSIBILITY OF THE HEAD OF THE AGENCY

The head of the department, agency, bureau, office, government-owned or controlled corporation and financial institution or chief local executive officer of local government unit shall be held liable for any payment of this additional cost-of-living allowance not in accordance with the provisions of this Circular, without prejudice, however, to the refund of any excess payment by the employee concerned.

7.0 CONTRIBUTIONS

The cost-of-living allowance herein authorized shall not be subject to any deductions.

8.0 SAVINGS CLAUSE

Cases not covered by the provisions of this Circular shall be submitted to the Secretary of Budget and Management for appropriate resolution.

9.0 EFFECTIVITY

The additional cost-of-living allowance authorized herein shall take effect on January 1, 1989.

(SGD:) GUILLERMO N. CARAGUE
Secretary

A true copy