

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

October 15, 1993

DECS O R D E R
No. 85, s. 1993

IMPLEMENTATION OF APPROVED EQUIVALENTS RECORD FORMS

To: Regional Directors and Schools Superintendents
Heads of Community Colleges and Universities
and Vocational Schools
Principals of National Schools

1. A lump-sum appropriation is provided in the CY 1993 budget of DECS for the implementation of approved Equivalents Record Forms (ERF). Regional Directors may now submit recommendations for salary adjustment of teachers with ERFs approved prior to and up to December 31, 1992 but which have remained unimplemented, to date.
2. Conformably with OBM Circular Letter No. 84-4 dated May 30, 1984 of then Office of Budget and Management, Manila, inclosed in MECS Order No. 33, s. 1984, eight (8) copies of Plan-tilla Allocation List (PAL) for ERF implementation with the Regional Director as signatory, and one (1) copy of the duly certified approved ERF shall be submitted to the Budget Division, Financial and Management Service, DECS, Rizal Bldg. 1, University of Life Complex, Pasig, Metro Manila, for processing.
3. First priority for implementation are ERFs approved at an earlier date. The policy of "first approved, first to be implemented" shall be strictly observed. No ERF should be implemented unless previously approved ERFs have all been acted on.
4. Effectivity date of salary adjustment shall be within the Calendar Year when the request was received by the Budget Division which shall not be later than November 15 of each Calendar Year, still subject to review and approval by the Compensation and Position Classification Bureau, Manila, further subject to availability of funds, and the usual accounting and auditing rules and regulations.
5. For immediate dissemination to all concerned.


ERLINDA C. PEFIANGCO
Undersecretary

References: MECS Order: (No. 33, s. 1984) Officer-In-Charge
DECS Order: No. 36, s. 1989
Allotment: 1-2-3--(M.O. 1-87)
To be indicated in the Perpetual Index
under the following subjects:

✓ FORMS
✓ OFFICIALS

✓ RULES & REGULATIONS
✓ SALARIES