



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
Meralco Avenue, Pasig City

OFFICE OF THE SECRETARY

April 12, 1999

DECS ORDER
No. 36, s. 1999

**GUIDELINES IN THE GRANT OF PRODUCTIVITY
INCENTIVE BENEFIT FOR CY 1999**

TO: Undersecretaries
Assistant Secretaries
Bureau/Cultural Agency Directors
Directors of Services/Centers and Heads of Units
Regional Directors
School Superintendents

1. In accordance with DBM Circular Letter No. 3-97 dated January 31, 1997, granting Productivity Incentive Benefit (PIB) for CY 1996 and years thereafter based on individual personnel productivity and performance as evaluated and determined by the heads of the respective offices/agencies in accordance with the policies and standards set by the Civil Service Commission, the following guidelines shall be observed:

- a. The incentive pay shall be given to officials and employees who shall have at least a satisfactory performance rating for the two (2) semesters immediately preceding the year in which the incentive pay is granted;
- b. The total cost of incentive pay which shall be utilized by the agency for this purpose shall in no case exceed the average of P2,000.00 per occupied/filled position;
- c. The Productivity Incentive Benefit for CY 1999 shall be granted to officials, employees and teachers nationwide who have received at least a satisfactory performance rating for the last two (2) rating periods preceding the grant of this incentive pay at the rate of P2,000.00 each.

2. Immediate dissemination of this Order for the information and guidance of all concerned is enjoined.

Andrew Gonzalez
ANDREW GONZALEZ, FSC
Secretary

Reference:

DECS Order No. 85, s. 1994

Allotment 1- (D.O. 50-97)

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

BUREAUS & OFFICES
EMPLOYEES
OFFICIALS
RULES & REGULATIONS
TEACHERS