



REPUBLIKA NG PILIPINAS  
OFFICE OF THE EDUCATION  
KAGAWARAN NG EDUKASYON, KULTURA AT SPORTS  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
BL. Complex, Marikina Avenue  
Pasig, Metro Manila

May 11, 1999

LANGGAPAN NG KAGHIB  
OFFICE OF THE SECRETARY

DECS ORDER  
No. 52, s. 1999

AUTHORITY: UPGRADING OF POSITIONS FOR EDUCATIONAL PERSONNEL  
IN ALL EDUCATIONAL INSTITUTIONS UNDER THE DEPARTMENT

To: Regional Directors  
School Administrators

It is observed that many teachers in the national service have served for 25 years or more. An application of the HRM System should have upgraded the position of these teachers. It would be an injustice to deprive them of the opportunities offered by such system, even if they have not fulfilled the documentary requirements.

It is also recalled that the DECS is keen on the welfare of these teachers and to provide them with a more secure and dignified position. As a result of this, the possibility of giving the teachers a more dignified position in the national service should be given more priority.

As a result of this, the DECS is hereby directing the adjustment of salary grade to the next higher grade for all teachers who have served for 25 years or more in the national service without the need for transfer of position to HRM upgrading.

It is further noted that the length of service shall include only the years actually spent in the national service. There shall be no consideration of the compensation due to length of service provided under DepEd Order (DO) No. 1, s. 1999.

The salary increase for these teachers upon opening of the position shall be effected through the salary adjustment by the Salary Division. Successful candidates of the school or second to highest copy no. 10. The teacher shall be given the salary grade of 11th step or grade corresponding to his designated rank step. Example: Grade 11, Step 1, P 5,000.00 (gross) shall be given an salary adjustment of P 1,000.00 to P 6,000.00 (gross).

Division offices are directed to notify the teachers who meet the length of service requirements. Information of salary shall be given to teachers if a need arises. Length of service requirement shall not be a barrier. Teachers eligible teachers shall be given priority.

All this orders to affected teachers shall be submitted by the regional director to the division superintendent concerned as bases for submission of letter to the Office of Salary Adjustment and Control Service.

...including the Federal Administration of the safety capability provided herein shall be...  
...of the...  
...of the...  
...of the...  
...of the...

...in accordance with the provisions of the...

*Andrew B. Gonzalez*

ANDREW B. GONZALEZ, INC.  
Secretary

Reference  
...of the...

Attachment 1 (4/10/89)

To be reviewed in the Procurement Agency  
...of the...

4/10/89  
4/10/89  
4/10/89

NOTICE OF SALARY ADJUSTMENT

Date \_\_\_\_\_

Mr./Ms. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sir/Madam

Pursuant to DECS Order No. \_\_\_\_\_ dated \_\_\_\_\_ your salary has been  
adjusted effective \_\_\_\_\_ as follows:

Title of Position \_\_\_\_\_  
Item No. \_\_\_\_\_ DFBtg \_\_\_\_\_  
Authorized Salary Grade under DFBtg \_\_\_\_\_  
Salary Grade as of June 30, 1999 \_\_\_\_\_  
Proposed Salary Grade effective July 1, 1999 \_\_\_\_\_  
Basic Salary as of June 30, 1999 \_\_\_\_\_  
(including the merit increase if any)  
Salary increase per month effective July 1, 1999 \_\_\_\_\_  
Adjusted Salary effective July 1, 1999 \_\_\_\_\_

This salary adjustment is subject to review and post-audit by the Compensation  
and Position Classification Bureau, DPM and to appropriate correction and refund if  
found not in order.

Very truly yours,

By Authority of the Regional Director

\_\_\_\_\_  
School Division Superintendent

Copy furnished:

- Commission on Audit
- Government Service Insurance System
- Civil Service Commission
- Regional Director, DECS Regional Office
- Compensation and Position Classification Bureau, DPM