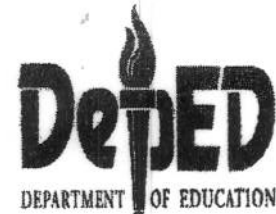




Republic of the Philippines
Department of Education



Tanggapan ng Kalihim
Office of the Secretary

11 January 2010

Memorandum

To : Undersecretaries
Assistant Secretaries
Bureau/Center/Regional Directors
Schools Division Superintendents
Heads of Implementing Units
All Others Concerned

From : Undersecretary Ramon C. Bacani
Officer-In-Charge
Office of the Secretary

Subject : Payment of the P3,000.00 Productivity Enhancement Incentive (PEI) for FY 2009

- 1.0 Pursuant to the provisions of Budget Circular No. 2009-5, each official/employee will be granted an amount of P10,000.00, chargeable from the following sources:
 - 1.1 Savings in Appropriations. The DBM shall release the amount needed to cover the requirement for the P7,000.00 per employee, chargeable against unreleased appropriations under the FY 2009 budget which were pooled by DBM for the purpose.
 - 1.2 Savings in Allotment. The remaining PEI requirement of P3,000.00 per employee shall be charged against agency savings in allotment generated in 2009.
- 2.0 Per unnumbered Memorandum dated 22 December 2009, copy attached, the payment of the P7,000.00 PEI per employee was authorized as long as the DBM releases the necessary funding for the purpose. The payment of the remaining P3,000.00, however, is largely dependent on the magnitude of the savings that can be pooled by the Department, hence, payment of the subject benefit was held in abeyance pending the determination of available 2009 savings from the DepED central and field offices.
- 3.0 Taking into consideration the magnitude of savings generated by all units in the DepED based on the reports being submitted, the payment of the remaining P3,000.00 PEI is hereby authorized.

- 4.0 It is understood that the 2009 savings generated by every unit in excess of its requirement for the P3,000.00 PEI shall be pooled by either the Schools Division Office or the Regional Office concerned, and be utilized solely to pay the P3,000.00 PEI of other units that do not have any savings.
- 5.0 Meanwhile, the savings pooled by the DepED Central Office will be obligated in the DepED-CO in favor of the various operating units (central and regional) that are not capable of paying the P3,000.00 PEI. The cash requirement for the purpose will be issued to the respective Central and Regional Offices, where appropriate, in the form of funding check, as per accompanying schedule.
- 6.0 In this connection, all concerned are instructed to prepare the necessary documents (e.g. payroll, checks, etc.) to immediately effect the payment of the remaining P3,000.00 PEI.
- 7.0 A report on the status of payment by Schools Division Office as consolidated by the Regional Office concerned shall be submitted to the Accounting Division, this Department (c/o Ms. Rhunna L. Catalan).


RAMON C. BACANI

CASH ALLOCATION TO COVER PAYMENT OF THE P3,000.00 PRODUCTIVITY ENHANCEMENT INCENTIVE (PEI) PER EMPLOYEE FOR FY 2009	
Office/Region	Cash Allocation
CENTRAL OFFICES	3,432,000.00
REGIONAL OFFICES	1,151,747,000.00
National Capital Region	162,093,000.00
Region I	105,837,378.00
Cordillera Administrative Region	8,998,752.00
Region II	72,727,073.00
Region III	87,799,090.00
Region IV-B	61,470,000.00
Region V	112,168,214.00
Region VI	146,586,000.00
Region VIII	57,965,000.00
Region IX	59,847,698.00
Region X	73,532,097.00
Region XI	75,657,000.00
Region XII	70,374,000.00
Region XIII	56,691,698.00
GRAND TOTAL	1,155,179,000.00



Tanggapan ng Kalihim
Office of the Secretary

22 December 2009

Memorandum

To : **Undersecretaries**
Assistant Secretaries
Bureau/Center/Regional Directors
Schools Division Superintendents
Heads of Implementing Units
All Others Concerned

From : **Secretary Jesli A. Lapus**

Subject : **Grant of Productivity Enhancement Incentive (PEI)**
for Fiscal Year 2009

- 1.0 The Department of Budget and Management (DBM) has issued Budget Circular No. 2009-5 dated 15 December 2009, copy attached, providing the guidelines for the grant of Productivity Enhancement Incentive (PEI) for FY 2009 to all government employees to implement the provisions of Administrative Order No. 276 dated 15 December 2009.
- 2.0 Per BC No. 2009-5, each official/employee will be granted an amount of P10,000.00, chargeable from the following sources:
 - 2.1 Savings in Appropriations. The DBM shall release the amount needed to cover the requirement for the P7,000.00 per employee, chargeable against unreleased appropriations under the FY 2009 budget which were pooled by DBM for the purpose.
 - 2.2 Savings in Allotment. The remaining PEI requirement of P3,000.00 per employee shall be charged against agency savings in allotment generated in 2009.
- 3.0 In view of the foregoing, all DepED units are now authorized to pay the P7,000.00 (per item 2.1 hereof) as soon as fund releases are made available by the DBM office concerned or if the said DepED units have the capability of advancing the same amount out of their available allotment savings and cash balances in their respective MDS accounts while waiting for the DBM releases.
- 4.0 Regional Directors, heads of implementing units, and finance officers are instructed to fully coordinate with their DBM counterparts for the release

of the P7,000.00 per employee to facilitate payment of the 2009 PEI. The said officials shall also see to it that enough cash allocation will be made available to cover the allotment savings intended to pay the P3,000.00 PEI. Section 5.1.2.2 of BC No. 2009-5 states that in case of insufficient NCA balance, the NGAs concerned shall submit a request to DBM for the issuance of additional cash allocation for the purpose.

- 5.0 In the payment of the PEI, the provisions of BC No. 2009-5 shall be strictly complied with. And all units are hereby directed to submit to the Accounting Division, this Department a status report on the payment of the PEI, using the attached format.



JESLIA LAPUS
Secretary

**FUNDING REQUIREMENT TO COVER PAYMENT OF
FY 2009 PRODUCTIVITY ENHANCEMENT INCENTIVE (PEI)**

Office/Region	No. of Positions			For the P7,000.00 PEI				For the P3,000.00 PEI			
	Filled Regular Plantilla	Casual		Funding Requirement	DBM Releases Allotment	Cash	Excess/ (Deficiency) in Allotment	Funding Requirement	Available Savings Allotment	Cash	Excess/ (Deficiency) in Allotment
			Contractual								
National Capital Region											
Regional Office Proper											
Elementary Education											
Secondary Education											
Division Office Proper											
Total											
Prepared by:	Certified Correct:										
	Head of Agency										