



Sama-Sama sa DECS

Tatagpuan ng Kalihim
Office of the Secretary

July 3, 1997

DECS ORDER
No. 48, s. 1997

**GUIDELINES IN THE IMPLEMENTATION OF THE BENEFITS ARISING FROM
 A ONE (1) SALARY GRADE INCREASE FOR RETIRING PUBLIC SCHOOL
 TEACHERS PURSUANT TO RA 4670.**

To: Undersecretaries
 Assistant Secretaries
 Bureau/Center/Service Directors
 Regional Directors
 Schools Superintendents, Administrators and Principals
 All Others Concerned

1. Inclosed is a copy of DECS, CHED, GSS and DBM Joint Circular No. 1-97, s. 1997, prescribing the guidelines to the implementation of the benefits arising from a one (1) salary grade increase for retiring public school teachers pursuant to Section 26 of RA 4670, otherwise known as "The Magna Carta for Public School Teachers".
2. The effectivity date of the above-mentioned Circular is January 1, 1996. It is therefore directed that all retirees in 1996 be informed of their additional retirement benefits. It is further directed that payments of such benefits should be given priority.
3. Attention is invited to the use of teaching and related teaching positions (Attached A) which are covered by said joint circular.
4. Immediate dissemination of this Order for the information and guidance of all concerned is enjoined.


RICARDO T. GARCIA
 Secretary

Incl. As stated

Incls:

As stated

Reference:

BPS Circular No. 6, 1967

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

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

RETIREMENT
RULES & REGULATIONS
SCHOOLS
TEACHERS



DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
COMMISSION ON HIGHER EDUCATION
GOVERNMENT SERVICE INSURANCE SYSTEM
and
DEPARTMENT OF BUDGET AND MANAGEMENT

Joint Circular No. 1-97, s. 1997

GUIDELINES IN THE IMPLEMENTATION OF THE BENEFIT ARISING FROM A ONE (1) SALARY GRADE INCREASE FOR RETIRING PUBLIC SCHOOL TEACHERS PURSUANT TO RA 4670

1.0 Purpose

Pursuant to Section 26 of Republic Act No. 4670, otherwise known as "The Magna Carta for Public School Teachers", these guidelines are hereby issued for the implementation of a one (1) salary grade increase for public school teachers upon their retirement.

2.0 Coverage

These guidelines shall cover all incumbents of public school teacher positions under the Department of Education, Culture and Sports (DECS) and similar positions in government educational institutions outside of DECS, who are retiring beginning January 1, 1996. The term public school teacher includes those as defined in Section 2 of RA 4670, Section 1 of Rule 1 of the Rules and Regulations for the Implementation of RA 4670 and as amended or modified by RA No. 6758 (Attachment A).

3.0 Exemption

The following positions are not covered by this Circular:

- 3.1 Faculty positions/professional staff of State Universities and Colleges (SUCs) pursuant to Section 2 of RA No. 4670; and
- 3.2 Non-teaching/administrative positions and similarly affiliated positions.

4.0 Effectivity of Salary Increase

The one (1) salary grade increase contemplated under this Circular shall take effect on the last day of service of the retiring public school teacher.

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The salary increase shall be effected through the issuance of a Notice of Salary Adjustment by the duly authorized official (Attachment B). The salary of the teacher-retiree shall be adjusted upward by one salary grade at the same salary step of his previous assigned salary grade.

Example:

Teacher I, SG-10, Step 2 with a salary rate of P72,528.00 per annum (P6,044.00 per month) shall be adjusted upward by one salary grade, i.e. to SG-11, Step 2, P75,312.00 per annum (P6,276.00 per month).

5.0 Funding Source

The requirement for FY 1997 for the implementation of the benefits authorized herein such as salary adjustment and the corresponding increase in terminal leave and retirement gratuity benefits, pursuant to RA 1616 as amended shall be sourced out of the lump-sum amount authorized for the purpose in the DECS approved budget for 1997. This lump-sum fund shall cover claims of retiring public school teachers under the DECS including those under the CHED/TESDA supervised schools. In case of deficiency, savings generated out of their individual budgets for FY 1997 is hereby authorized to be used to cover the additional requirement under this Circular. Thereafter, the requirement for the purpose shall be provided for in the respective budgets of agencies concerned.

For the educational institutions outside the DECS including those in the Autonomous Region in Mindanao (ARMM), the necessary requirement to cover the same benefit shall be sourced out of their respective budgets during the current year. For this purpose, savings generated out of their individual budgets for FY 1997 is hereby authorized to be used to cover the requirement under this Circular. Thereafter, the requirement shall be provided for in the budgets of the agencies concerned.

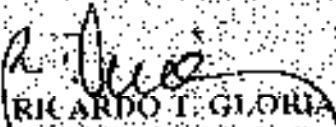
For public school teachers opting to retire under the applicable GSIS pension laws, the amount/requirement involved shall be charged against the GSIS funds in accordance with laws.


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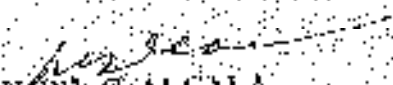
6.0. *Saving Clause*


Those not covered by the provisions of this Circular shall be submitted to the Secretary of Budget and Management for resolution upon recommendation of the OIGIS Secretary.

7.0. *This Circular shall take effect on January 1, 1996.*


RICARDO T. GLORIA
Secretary
Department of Education,
Culture and Sports


CESAR N. SARINO
General Manager
Government Service
Insurance System


ANGEL C. ALCALA
Chairman
Commission on Higher Education


SALVADOR M. ENRIQUEZ
Secretary
Department of Budget
and Management

Date: June 5, 1997

Attachment A

TEACHING AND RELATED TEACHING POSITIONS

Position Title	Salary Grade
II SCHOOL, COLLEGE AND UNIVERSITY TEACHING	
Teacher I	10
Teacher II	11
Teacher III	12
Master Teacher I	16
Master Teacher II	17
Master Teacher III	18
Master Teacher IV	19
Head Teacher I	13
Head Teacher II	14
Head Teacher III	15
Head Teacher IV	16
Head Teacher V	17
Head Teacher VI	18
Special Education Teacher I	13
Special Education Teacher II	14
Special Education Teacher III	15
Special Education Teacher IV	16
Special Education Teacher V	17
Special Science Teacher I	13
Special Science Teacher II	16
Special Science Teacher III	19
Special Science Teacher IV	22
Special Science Teacher V	24
Guidance Counselor I	10
Guidance Counselor II	11
Guidance Counselor III	12
Guidance Coordinator I	13
Guidance Coordinator II	14
Guidance Coordinator III	15

Position Title	Salary Grade
School Farming Coordinator I	13
School Farming Coordinator II	14
School Farming Coordinator III	15
Vocational Instruction Supervisor I	16
Vocational Instruction Supervisor II	17
Vocational Instruction Supervisor III	18
Instructor I	12
Instructor II	13
Instructor III	14

II. LIBRARY SERVICES

School Librarian I	10
School Librarian II	11
School Librarian III	12
College Librarian I	13
College Librarian II	15
College Librarian III	18
College Librarian IV	22
College Librarian V	24

Position	Salary Grade
III. SCHOOL, COLLEGE, UNIVERSITY AND TRAINING CENTER ADMINISTRATION	
Elementary School Principal I	16
Elementary School Principal II	17
Elementary School Principal III	18
Elementary School Principal IV	19
Assistant Secondary School Principal I	17
Assistant Secondary School Principal II	18
Assistant Secondary School Principal III	19
Secondary School Principal I	18
Secondary School Principal II	19
Secondary School Principal III	20
Secondary School Principal IV	21
Assistant Special School Principal	17
Special School Principal I	18
Special School Principal II	19
Public School District Supervisor	19
Industrial Training Center Supervisor	18
Vocational Training Administrator I	22
Vocational Training Administrator II	23
Vocational Training Administrator III	24
Vocational Training Administrator IV	24
Vocational Training Consultant I	25
Vocational Training Consultant II	26
Assistant Vocational Training Superintendent	25
School Vocational Training Superintendent	26

Position Title	Salary Grade
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IV. EDUCATIONAL RESEARCH, PLANNING AND SUPERVISION

Education Research Assistant I	9
Education Research Assistant II	10
Education Program Specialist I	12
Education Program Specialist II	16
Senior Education Program Specialist	19
Supervising Education Program Specialist	22
Chief Education Program Specialist	24
Crafts Education Demonstrator I	10
Crafts Education Demonstrator II	12
School Farm Demonstrator	10
School Credits Evaluator	11
Teaching-Aids Specialist	11
Teacher Credentials Evaluator I	13
Teacher Credentials Evaluator II	15
Teacher Credentials Evaluator III	18
Vocational Placement Coordinator I	13
Vocational Placement Coordinator II	15
Vocational Placement Coordinator III	18

Position Title

Salary
Grade

Assistant Supervisor of Student Teaching
Supervisor of Student Teaching

15
18

Vocational School Department Head

20

Education Supervisor I

19

Education Supervisor II

20

Education Supervisor III

22

Chief Education Supervisor

24

Attachment B

Republic of the Philippines
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
Meralco Avenue, Pasig City

NOTICE OF SALARY ADJUSTMENT

Sir/Madam

Pursuant to Section 26 of Republic Act 4670 otherwise known as "The Magna Carta for Public School Teachers" and the DECS-CITET-CGIS-DBM Joint Circular No. _____ dated _____, your salary is adjusted to _____ per month effective _____ computed as follows:

Position: _____ SG: _____ Step: _____
adjusted to ₱ _____ Step P _____
Adjusted Salary: P _____

This salary adjustment is subject to review and post-audit by the Department of Budget and Management and to readjustment and refund if found not in order.

Very truly yours,

Authorized Official

Date: _____