

Republic of the Philippines  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
UL Complex, Pasig, Metro Manila

January 13, 1995

DECS O R D E R  
No. 3, s. 1995

ESTABLISHING DECS-SRA (SOCIAL REFORM AGENDA) OVERSIGHT  
COMMITTEE, PROVINCIAL CHAMPIONS AND DECS-SRA  
SECRETARIAT AT THE CENTRAL OFFICE

To: Undersecretaries  
Assistant Secretaries  
Bureau/Cultural Agency Directors  
Directors of Services/Centers and Heads of Units  
Regional Directors  
Schools Superintendents  
Presidents, State Colleges and Universities  
Vocational School Superintendents/Administrators

1. The Department of Education, Culture and Sports (DECS) has established the DECS-SRA Committee, DECS-SRA Provincial Champions and DECS-SRA Secretariat at the Central Office as mandated by Memorandum Order No. 213 of the Office of the President of the Philippines, dated June 17, 1994.
2. The DECS-SRA Oversight Committee, Provincial Champions and the Secretariat will assist in the implementation of the Social Reform Agenda in collaboration with other social services sector agencies and other government agencies.
3. The implementation guidelines on the operation of the SRA as well as other information are inclosed.
4. This Order takes effect immediately and should be widely disseminated for the guidance of all concerned.

(SGD.) RICARDO T. GLORIA  
Secretary

Incls.:  
As stated

Reference:  
None

Allotment: 1-2-3--(M.O. 1-87)

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

BUREAUS & OFFICES  
COMMITTEE

(Inclosure to DECS Order No. 3, s. 1995)

DECS-SRA OVERSIGHT COMMITTEE

Undersecretary Erlinda C. Pefianco - Chairman  
Asst. Secretary Ramon C. Bacani - Vice-Chairman

Members:

Dr. Marcelina Miguel	-	BEE
Dr. Lidinila Luis Santos	-	BEE
Dr. Teresita Inciong	-	BEE
Dr. Avelina T. Llagas	-	BSE
Dr. Eugenia Moraleda	-	BSE
Dr. Magdalena Dugenia	-	BNFE
Ms. Gloria Barrientos	-	BNFE
Dr. Adelfo Trinidad	-	SHNC
Mrs. Dolores Rubio	-	SHNC
Dr. Lucila Tibigar	-	NETRC
Ms. Corazon Agustin	-	NETRC
Ms. Susan Geronimo	-	OSEC (NUC Project Coordinator)
Dr. Ma. Lourdes Macatangay	-	Technical Service

DECS-SRA PROVINCIAL CHAMPIONS  
(Division Superintendent of Schools  
of the following 19 Priority Provinces)

- |                   |                     |
|-------------------|---------------------|
| 1. Abra           | 11. Ifugao          |
| 2. Agusan del Sur | 12. Kalinga-Apayao  |
| 3. Antique        | 13. Masbate         |
| 4. Aurora         | 14. Mt. Province    |
| 5. Basilan        | 15. Romblon         |
| 6. Batanes        | 16. Southern Leyte  |
| 7. Benguet        | 17. Sulu            |
| 8. Biliran        | 18. Surigao del Sur |
| 9. Eastern Samar  | 19. Tawi-Tawi       |
| 10. Guimaras      |                     |

DECS-SRA SECRETARIAT

1. Ma. Corazon Gd. Guerra	-	Coordinator
2. Lilia San Valentin	-	Member
3. Estrella Pedregosa	-	Member
4. Yolanda O. Mendoza	-	Member
5. Pacinia Panganiban	-	Member
6. Amador V. Capinpin	-	Member
7. Angelito Apanay	-	Member
8. Evangeline Cruz	-	Member

### **FUNCTIONS OF THE DECS-SRA OVERSIGHT COMMITTEE**

1. Ensures coordination and consistency in the implementation of Social Reform Agenda (SRA), implementation of policy and operational direction from the Social Reform Council (SRC) and recommends to SRC the Vital interventions for effective and efficient SRA implementation;
2. Prepares Plan of Action, with full government/sectoral inputs and participation;
3. Conduct regular Committee meeting to identify the causes of the problems, the process and the solution to the management; and
4. Analyzes and interprets statistics, reviews the work/output of the Provincial DECS-SRA Champions and Secretariat for finalization and approval by SRC.

### **FUNCTIONS OF THE DECS-SRA PROVINCIAL CHAMPIONS**

1. Identifies the provincial needs/requirements;
2. Prepares the Provincial SRA-Action Plan; examines, reviews or make some modifications of the prepared Master Plan of Operation that needs to be changed when the situation so demands and submit the proposal to the DECS-SRA Principals for approval; and
4. Regularly submits status report of implementation of the workplan to the DECS-SRA Secretariat.

### **FUNCTIONS OF THE DECS-SRA SECRETARIAT**

1. Prepares a workable monitoring system design and evaluate the implementation of DECS Flagship Commitments in the 19 priority provinces as well as actively participate among other government agencies in the preparation of SRA program/project/activities;
2. Provides a venue to synergize DECS' effort on social reform;
3. Continuously update DECS-SRA Principals on the developments of social reform related concerns;
4. Monitors the implementation of the DECS Flagship Commitments under the SRA and ensure that agreements are met on time;
5. Updates the Provincial Champions on the Master Plan of Operations, Guidelines and Policies approved/prepared by the Social Reform Council;
6. Establishes data bank on SRA baseline statistics; and
7. Prepares reports/documents and other data/information requirements.

FNAME: SRA

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## THE SOCIAL REFORM AGENDA

### I. The Framework of Social Reform

The Government's goal of human development has two dimensions: economic growth and social reform. One is meaningless without the other. Economic growth without social reform is unacceptable. Social reform without an enlargement and more equitable sharing of the "economic pie" will inevitably fail to uplift the lives of their intended beneficiaries.

Thus, Philippines 2000, the Ramos Administration's blueprint for national economic recovery, seeks to balance global competitiveness and people empowerment. It aims for economic development that will be propelled and sustained not only through the promotion of efficiency in the marketplace, but more importantly, through the advancement of social equity in terms of asset reforms, just sharing of the benefits of growth, and effective people participation in the political and economic mainstream.

For these measures to be effective, they have to be focused on properly identified participants through a people-driven process at all levels. The Government has thus set up two kinds of targets: (1) *sectoral* -- farmers, fisherfolk, indigenous cultural communities, urban poor, workers especially in the informal sector, and other disadvantaged groups -- women, persons with disabilities, youth and disadvantaged students, elderly, and victims of disasters -- that cut across all sectors; and (2) *geographical* -- the country's nineteen (19) poorest provinces and/or poverty pockets.

#### A. Key Guiding Principles

1. Social reform is a continuing process that addresses the basic inequities in Filipino society through a systematic, unified and coordinated social reform package.
2. The Social Reform Agenda (SRA) will not be defined by Government alone, but in equal partnership with the different sectors through appropriate and meaningful consultations and participation in governance.
3. The SRA must address the disadvantaged sectors' minimum basic needs: health and nutrition, water and sanitation (for survival); income security, shelter, peace and order (for security); basic education and literacy, and participation in governance (for enabling needs).
4. Commitments from both Government and the private sector shall be delineated to ensure a workable implementation of the SRA.
5. A policy environment conducive to a sustainable SRA shall be pursued.

#### B. Situationer / Issues of the Sectors

The Ramos Administration is committed to address the primary concerns of the disadvantaged sectors of society.

It has focused on specific disadvantaged sectors, bearing in mind the specific needs and characteristics of each sector.

1. For Farmers and Landless Rural Workers: limited rural infrastructure; uncertain land tenure; limited access to science and technology and limited access to markets.
2. For the Fisherfolk: destruction and overexploitation of their coastal resources and fishing grounds; encroachment into municipal waters by local and foreign commercial fishing vessels and reduction of freshwater fishing grounds by illegal infrastructure.
3. For the Urban Poor: the slow implementation or spotty observance of the Urban Development and Housing Act (UDHA), as well as the continuing basic injustice of classifying squatting as a criminal offense.
4. For Indigenous Cultural Communities (ICCs): the non-recognition of their ancestral domains; violation of their cultural integrity and lack of infrastructure and support services, especially in education, justice and health.
5. For Workers Especially in the Informal Sector: the low level of organization of the labor force; prevalence of irregular employment, exposure to exploitative terms and conditions of employment; lack of social security; lack of technology and access to markets;
6. Other Disadvantaged Groups that cut across all sectors, such as:
  - a. Women, whose contributions to the economy have not been recognized, and who are treated as second-class citizens;
  - b. Disadvantaged Students, Children and Community Youth, whose basic rights and welfare have always been neglected;
  - c. Persons With Disabilities, who are faced with countless obstacles in joining the mainstream of society, such as discrimination in work and education, and the failure to implement the Accessibility Law;
  - d. the Elderly; and
  - e. Victims of Disasters and Calamities.

C. Vision for the Sectors

Specifically, for the:

1. Farmers and Landless Rural Workers -- ownership, access to and control of tillable lands by the tillers, higher productivity, channels for productivity, and fair prices for produce;
2. Fisherfolk -- empowerment and recognition, broader access to and control of aquatic resources, rational and sustainable management of fishery resources, wider availability of post-harvest facilities, attainment of sustainable development and participation in the planning and implementation thereof;
3. Urban Poor -- broader access to and security in basic needs, particularly housing and land, and broader opportunities for increased income;
4. Indigenous Cultural Communities -- recognition and protection of their ancestral

domain rights, basic services, cultural integrity and full participation in the Philippine body politic;

5. **Workers, Especially in the Informal Sector** -- absorption into the formal labor sector, protection by labor laws, access to programs and services for workers of the formal sector, participation in decisions affecting their interests, and organization into unions, cooperatives and other forms of associations;
6. **Other Disadvantaged Groups that cut across all sectors** -- legal protection of women and children against all forms of violence (rape, pornography, sexual harassment and domestic abuse); accessibility, mainstreaming and rehabilitation of persons with disabilities; educational reform, and youth representation in both community and national development.

For these visions to become reality, the sectors must be granted access to quality basic services and to productive resources and economic opportunities. For the sectors to be able to choose and to sustain these visions, they must have strong grassroots institutions that can effectively participate in self-governance.

#### D. The Three-Point Agenda

Thus, the Social Reform Agenda consists of three main points:

1. **Access to Quality Basic Services: *The Imperatives of Survival***

These are reforms that are critical to enable the citizens to meet their basic human needs and to survive and live decent lives.

2. **Asset Reform and Sustainable Development of Productive Resources and Access to Economic Opportunities: *The Means to Work and Earn a Living***

These are reforms that widen citizens' share of resources, both natural and man-made, from which they can earn a living or increase the fruits of their labor. Such reforms necessarily address existing inequities in the ownership, distribution, management and control over such resources.

3. **Institution-Building and Participation in Governance: *Toward Self-Governance***

These are reforms that enable the citizens to effectively participate in the decision-making processes that affect their rights, interests, and their welfare. In effect, these are reforms that enhance the democratic processes.

Since the individual can not effectively act alone to promote or defend his/her interests, but has to act in coordination with other like-minded citizens, strengthening the democratic processes thus also means strengthening the social organizations that represent such collective interests so that they can actively get involved in managing the socio-economic and political affairs of their communities with other sectors and institutions.

#### E. Substantive Indicators

1. **The marginalized sectors actively take part in the formulation, implementation and evaluation of policies, programs and structures in government at all levels.**

2. Structural problems, such as representation in the Government and control over productive resources, are addressed to bridge the gap between the rich and the marginalized sectors;
3. Benefits concretely and substantially improve and enhance the quality of life of the sectors;
4. Mechanisms are in place to institutionalize, monitor and sustain the benefits derived from these policies, programs and structures; and to protect and uphold the interests and rights of the marginalized sectors; and
5. Economic development that recognizes environmental protection and conservation.

## II. The Social Reform Package

Most Government programs and services are already designed to help improve the lives of Filipinos. Foremost among these are in the areas of health and sanitation, access to basic education and literacy programs, justice and welfare services. In the face of specific acute needs of the marginalized sectors of society, however, the Government has decided to highlight particular programs as FLAGSHIPS.

### A. The Nine (9) Social Reform Flagship Programs

#### The Sector-Specific Flagship Programs:

1. For Farmers and Landless Rural Workers, **AGRICULTURAL DEVELOPMENT**, including, but not limited to, the following --
  - intensifying the implementation of the Comprehensive Agrarian Reform Program (CARP) by increasing funding for CARP;
  - concentration of available resources on Key Production Areas (KPAs), which are the geographical priority areas, using the Agrarian Reform Communities (ARCs) as the main conduits for implementation;
  - increasing the budget for basic infrastructure, e.g., irrigation systems, post-harvest facilities, farm-to-market roads; and
  - increasing technology input for improved productivity.
2. For the Fisherfolk, **FISHERIES AND AQUATIC RESOURCES CONSERVATION, MANAGEMENT & DEVELOPMENT**, including, but not limited to, the following --
  - active lobbying for the immediate passage of the Comprehensive Fisheries Code, and the Magna Carta for the Fisherfolk;
  - approval of the Executive Order on the formation of the Fisheries Resource Management Council (FRMC) at the local levels;
  - establishment of specific implementing guidelines on the Local Government Code's provision to give preferential treatment to the Fisherfolk Sector on the use of municipal fishing grounds;

- implementation of the Seven (7) Lakes Reform Program covering 10-12 percent total area to be used for fish culture; control of stock-density from 15-20 pieces per square meter, according to the carrying capacity of the lakes; implement anti-pollution control; and, strengthen the participation of the Fisherfolk in existing bodies in the Seven Lakes;
  - review and conduct consultations on projects/programs in the CALABARZON reclamation areas regarding water conversion, demolitions, dislocations and tourism;
  - strengthening of ongoing projects, specifically:
    - provision of post-harvest facilities and credit to fisherfolk cooperatives;
    - better enforcement of fisheries laws including the deputization of fisherfolk leaders as Bantay-Dagat/-Lawa/-Karagatan officers; and
    - provision of basic education services and literacy programs for the fisherfolk.
3. For the Indigenous Cultural Communities, PROTECTION OF THE ANCESTRAL DOMAINS, including but not limited to, the following --
- certification of House Bill No. 595 as urgent;
  - review of all policy issuances pertaining to ICC concerns;
  - full and immediate implementation of the Department of Environment and Natural Resources (DENR)'s Administrative Order No. 2, Series of 1993, in the priority areas for 1994 (Bukidnon, Agusan del Sur, Davao del Sur, Mindoro Occidental and the Cordilleras);
  - interfacing of political/legal structures of governance with ICC traditional socio-political structures; and
  - creation of appropriate mechanisms for an Integrated Area Development (IAD) program for priority ICC settlements.
4. For Workers Especially in the Informal Sector, WORKERS' WELFARE AND PROTECTION, including, but not limited to, the following --
- enhancing institution-building and removing obstacles to effective union organizing;
  - stricter and improved enforcement of labor standards and social welfare legislation;
  - expansion of coverage and benefits in Social Security and other legislation;



- improvement of workers' conditions in the informal sector;
  - certification as urgent of the passage of laws on workers' welfare and protection, specifically on the following:
    - regulation of sub-contracting;
    - limitations on the hiring of non-regulars (especially part-time, temporary workers); and
  - provision of access to employment and livelihood programs of the formal sector.
5. For the Urban Poor, **SOCIALIZED HOUSING**, including, but not limited to, the following --
- faster implementation of the Urban Development and Housing Act (UDHA);
  - improvements in the Community Mortgage Program (CMP);
  - decentralization of socialized housing efforts;
  - provision of resettlement areas with basic services;
  - implementation of the Slum Improvement Program;
  - strengthening the Presidential Commission on Urban Poor; and
  - certification as urgent the passage of the Integrated Shelter Financing Act and the Magna Carta for the Urban Poor.
6. For members of other disadvantaged groups consisting of disadvantaged families, women, children, youth, persons with disabilities, the elderly and victims of natural and man-made calamities, the **COMPREHENSIVE INTEGRATED DELIVERY OF SOCIAL SERVICES (CIDSS)**, including, but not limited to, the following --
- convergence of social welfare services in the identified 19 provinces based on the Minimum Basic Needs (MBN) approach;
  - intensified implementation of safety net measures to the sectors such as SEA Kaunlaran, Food Security, Parent Effectiveness, Responsible Parenthood, Assistance to Individuals in Crisis Situations (AICS), Day Care, Educational Assistance;
- a. For disadvantaged children and youth, including disadvantaged students and out-of-school youth, **Kabataan 2000**, including the following:
- Program for Children in Especially Difficult Circumstances;
  - Child Placement and Protective Services;
  - Sulong Dunong Para sa Kabataan;

- Integrated Human Resource Development Program for the Youth;
- enhancing the quality and relevance of education; and
- broadening the accessibility of education.

b. For Persons With Disabilities and Senior Citizens, Accessibility Program:

- advocacy for the implementation of the Accessibility Law (BP No. 344);
- nationwide implementation of the Community-based Integrated Rehabilitation;
- Tulay 2000;
- advocacy for Local Government Units (LGUs) to allocate funds for PWD programs and for organizing self-help groups; and
- social mobilization of PWDs and their families and Senior Citizens.

c. For Women, an Integrated Health and Welfare Program:

- Productivity Skills Capability-Building cum Livelihood;
- services for Women in Especially Difficult Circumstances;
- strengthen Responsible Parenthood information and service for Family Planning and Reproductive Health of LGUs;
- implementation of barangay-based Day Care Centers especially in urban areas, in support to working mothers and disadvantaged women;
- provision of a broad range of information and services for Responsible Parenthood, Family Planning and Reproductive Health;
- establishment of a mechanism for women to participate in the formulation, implementation, monitoring and evaluation of policies and programs that would promote their welfare and development, e.g., self-enhancement, Productivity Skills Capability-Building cum Livelihood, population, personal and child care, functional literacy and community participation;
- set up Substitute Homes for Women in Crisis/Especially Difficult Circumstances that would provide temporary shelter to protect them from further harm/hazardous situations and provide appropriate services that would restore their normal psycho-social functioning; and
- certification of Congressional bills on anti-rape and sexual

harassment in the workplace as urgent.

- d. For Victims of Disasters and Calamities, Rehabilitation Programs –
- capability-building and disaster preparedness;
  - food-for-work schemes;
  - resettlements;
  - basic services for restoration and rehabilitation; and
  - Core Shelter housing.

**Cross - Sectoral Flagship Programs:**

7. For all sectors, **INSTITUTION-BUILDING AND EFFECTIVE PARTICIPATION IN GOVERNANCE**, including, but not limited to, the following –
- strengthening of local government capabilities to undertake social reform programs;
  - in partnership with the NGO/PO community, LGUs, Leagues of Local Governments, Institute of Local Government Administration and the Cooperatives Development Authority, strengthen the Integrated Capability - Building Program (ICBP) adopted by Proclamation No. 284 and implemented by the Local Government Academy (LGA) by emphasizing capability- and institution-building for People's Organizations (POs) and cooperatives;
  - opening of Official Development Assistance (ODA) windows for the capacity-building of NGOs and POs;
  - expansion of national government agency programs that provide financial assistance and incentives to cooperatives;
  - encouragement of "joint ventures" and other "cooperative undertakings" between Government on the one hand and NGOs and POs on the other for the delivery of basic services, as mandated by the Local Government Code;
  - provision of a package of local tax and other forms of incentives for the growth and establishment of community-based organizations in LGUs;
  - implementation of the Local Government Code provisions on sectoral representation and on a preferential option for the poor and marginalized sectors; and
  - appointment of sectoral representatives to Congress and other policy-making bodies.

8. For all sectors, CREDIT, including, but not limited to, the following --
- launching a "Credit-for-the-Poor" program, using a strategy of clientele segmentation by economic brackets, with a socialized credit program using the Grameen Bank approach for the ultra poor, an active and sustained cooperative formation and development program for the average poor, and a dynamic mainstreaming program for the near-poor;
  - establishing partnerships between Government Financial Institutions (GFIs), e.g., the Land Bank of the Philippines (LBP), and cooperatives and other non-governmental organizations, with the LBP acting as the trustee bank for socialized credit programs and cooperatives and NGOs/POs as actual program implementors; and
  - designating specific roles for different players in the financial system, e.g., for the LBP to provide credit for small farmers and fisherfolk, commercial banks to mobilize financial resources; rural banks and thrift banks to lend to small- and medium-scale entrepreneurs.
9. For all sectors, LIVELIHOOD PROGRAMS, including, but not limited to, the following --
- creation of more opportunities to train individuals for more and better incomes;
  - strengthening of the community-based aspect of livelihood creation; and
  - building institutions responsive to the need for livelihood.

**B. Implementing Strategies**

1. Energizing and reorienting the bureaucracy to effectively address the social reform concerns of the basic sectors;
2. Encouraging, developing and institutionalizing concrete mechanisms for basic sector, NGO/PO, Church and business sector participation, on both local and national levels, in the whole process of governance;
3. Synchronizing, systematizing and integrating all social reform policy and program initiatives of Government to optimize the use of limited resources and benefits;
4. Mobilizing all possible internal and external resources to sustain the gains derived from these reforms; and
5. Local governments to assist in the implementation, institutionalization and localization of the Social Reform Agenda.

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# MALACAÑANG

Manila

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 203

## CREATING THE OVERSIGHT AND EXECUTIVE COMMITTEES FOR THE NATIONAL GOVERNMENT'S MAJOR SOCIAL REFORM AGENDA

WHEREAS, In line with the overall objective of national unity, the Executive Branch spearheaded the formulation of major national agenda to set the framework and direction for the efforts of all sectors of Philippine society;

WHEREAS, these major national agenda were framed with the active participation of the legislative branch, the private sector and non-government organizations;

WHEREAS, there are three existing major agenda of the national government, specifically: the Social Pact for Empowered Economic Development (SPEED); the results of the consultations of the National Unification Commission; and, the Social Reform Agenda;

WHEREAS, there are separate oversight, coordinating and monitoring mechanisms to ensure that the various government and sectoral commitments that have been incorporated in each of the agenda are implemented and accomplished;

WHEREAS, to attain complementation of commitments for higher impact to identified beneficiaries, efficiency and cost-effectiveness in terms of savings of resources, the oversight, coordinating and monitoring mechanisms as well as the secretariat support for the three major agenda will have to be integrated.

NOW, THEREFORE, I, FIDEL V. RAMOS, President of the Republic of the Philippines, by virtue of the powers vested in me by law, do hereby order:

**SECTION 1. Organizational Mechanisms.** The following shall constitute the organizational mechanism to ensure implementation of the commitments under the Social Pact, results of the consultations of the National Unification Commission and Social Reform Agenda.

- 1.1 **Oversight Committee:** The Legislative-Executive Development Advisory Council. The Legislative-Executive Development Advisory Council is hereby designated to serve as the Oversight Committee which shall undertake

the overall supervision, coordination and integration of the national government's three (3) major agenda.

The Oversight Committee shall have the following functions:

- a. Oversee and ensure the implementation of commitments under the Social Pact, results of NUC consultations, and Social Reform Agenda;
- b. Review and approve a master plan that will effectively integrate the three (3) major agenda; and,
- c. Determine all necessary policy and other interventions to ensure the successful implementation of the commitments under the three (3) agenda.

1.2 **The Executive Committee: The Social Reform Agenda Council.** The Social Reform Agenda Council is hereby designated as the Executive Committee for the national government's major social reform agenda.

- a. Functions. The Executive Committee shall have the following specific functions:
  - a.1 Coordinate all concerns/requirements with various government agencies and non-government sectors to facilitate and ensure effective implementation of the agenda;
  - a.2 Draw-up supplementary agreements and implementing guidelines for the efficient and effective implementation of the commitments;
  - a.3 Review and resolve issues and concerns relative to the Social Pact, results of NUC consultations and Social Reform Agenda;
  - a.4 Monitor and evaluate the implementation of the various commitments;
  - a.5 Formulate a Master Plan to integrate the Social Pact, results of NUC consultations and Social Reform Agenda, for approval of the Oversight Committee;
  - a.6 Ensure compliance by all departments/agencies of the commitments under the three (3) major agenda;
  - a.7 Submit regular integrated accomplishment reports to the Oversight Committee; and,

a.8 Perform such other functions as may be directed by the Oversight Committee.

b. Composition. The President shall serve as the Chairman of the Executive Committee, with the Secretary of the Department of Agrarian Reform as Vice-Chairman and Lead Convenor.

The membership of the committee shall include the nine (9) Agency Flagship Champions as designated under Memorandum Order No. 213 dated 17 June 1994 as well as the following:

- |     |   |   |  |
|-----|---|---|--|
| b.1 | Executive Secretary   | - | Executive Liaison  |
| b.2 | Presidential Adviser on the Peace Process                     | - | Peace and Unification  |
| b.3 | Secretary of Socio-Economic Planning                          | - | Economic Planning  |
| b.4 | Secretary of Education, Culture and Sports                    | - | Basic Services (Education)   |
| b.5 | Secretary of Health   | - | Basic Services (Health)  |
| b.6 | Secretary of Budget and Management.                           | - | Public Administration  |
| b.7 | Commissioner, Presidential Commission to Fight Poverty        | - | Poverty Alleviation  |
| b.8 | Commissioner, Presidential Council on Countryside Development | - | Rural Development  |
| b.9 | Representatives (one each)                                    | - | Basic Sectors<br>Labor Sector<br>Business Sector<br>Non-Government Organizations |

1.3 **Secretariat Support:** The Office of the Presidential Adviser on the Peace Process. The Office of the Presidential Adviser on the Peace Process shall provide the necessary staff support to the Executive Committee/SRA Council.

**SEC. 2. Responsible Agencies for the Implementation of the Commitments Under the Agenda.** The actual implementation of the commitments under the three national government's major agenda shall still be undertaken by the concerned departments and agencies that have sectoral or functional responsibility/jurisdiction over the commitments, whether individually or jointly.


**SEC. 3. Schedule of Meetings.** The Executive Committee shall meet at least once a month, or as often as they may deem necessary.

**SEC. 4. Funding.** The Executive Committee shall be appropriated an amount as may be jointly determined and recommended by the Secretaries of the Departments of Agrarian Reform and Budget and Management and the Office of the Presidential Adviser on the Peace Process, and to be approved by the President, for its operations. Said fund shall be sourced from the President's Contingent Fund.

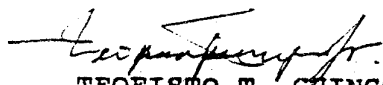
**SEC. 5. Repealing Clause.** This Executive Order repeals or modifies Administrative Order No. 79 dated 08 September 1993, and all orders, issuances, rules and regulations of parts thereof inconsistent thereto.

**SEC. 6. Effectivity.** This Executive Order shall take effect immediately.

DONE, in the City of Manila, this 27<sup>th</sup> day of September, in the Year of Our Lord, Nineteen Hundred and Ninety-Four.



By the President:



TEOFISTO T. GUINGONA, JR.  
Executive Secretary

CERTIFIED COPY:  
2/10/16/94  
AURORA T. AQUINO  
DIRECTOR IV



# **SOCIAL REFORM AGENDA**

## **IMPLEMENTING MECHANISM**

### **INTRODUCTION**

The Social Reform Agenda (SRA) seeks to achieve social equity through a substantive and peaceful process of change. The SRA addresses three areas of inequity: (1) access to quality basic services; (2) access to economic opportunities and productive resources, as well as sustainable development of these resources; and (3) effective participation in economic and political governance.

As such, the SRA is in furtherance of the achievement of a just and lasting peace. For our people desire a peace that is more than just the end of armed conflict. They wish for a life where their options are not limited to mere survival, where the opportunities for human development are expanded so they may choose their own future and control their own destiny. They dream of a society where justice, equity, respect for human dignity, and prosperity reign.

The SRA is also the key to one of three tracks of our county's modernization. Social reform, vigorously pursued simultaneously with global competitiveness, shall ensure a development process that balances economic growth with equity. The SRA pushes a process and a reform package that does not just provide short-term "social safety nets" for the disadvantaged sectors. The SRA seeks the just sharing of the benefits of growth, and the empowerment of these disadvantaged sectors, to enable them to become both beneficiaries and contributors to national prosperity.

The SRA shall be responsive to these aspirations so long as its implementation is faithful to its five key guiding principles:

1. Social reform is a continuing process that addresses the basic inequities in Filipino society through a systematic, unified, and coordinated social reform package.
2. The SRA will not be defined by government alone, but in equal partnership with the different sectors through appropriate and meaningful consultations and participation.
3. The social reform agenda must address disadvantaged sectors' minimum basic needs: health and nutrition, water and sanitation (for survival); income security, shelter, peace and order (for security); basic education and literacy, and participation (for enabling needs).
4. Commitments from both government and the private sector shall be delineated to ensure a workable implementation of the SRA.

5. A policy environment conducive to a sustainable SRA shall be pursued.

Thus, the implementing guidelines and mechanism have been designed to ensure that both the spirit and letter of the SRA framework pervade its implementation on all levels.

## **I. OPERATIONAL THRUSTS:**

1. Participative and responsive consultations and consensus-building shall be held regularly to encourage the broadest possible multi-sectoral and people's participation in the review, formulation, implementation and monitoring of SRA policies, plans and programs.
2. All national agencies shall mainstream integration of the SRA framework in their regular operations and thus enhance the overall effectiveness of government services.
3. The local government and private sector constituencies shall be encouraged to mainstream the SRA implementation in their respective development activities.
4. Measures shall be instituted to interface and coordinate with existing SRA-related mechanisms in the government and private sectors to establish clearer roles and accountabilities among agencies and entities involved in SRA implementation.
5. A monitoring system and specific measurable performance indicators shall be established to review and evaluate the effectiveness of SRA implementation.
6. The advocacy and media plan on the SRA shall be rationalized with other existing government public awareness thrusts.

## **II. ORGANIZATIONAL STRUCTURE OF SRA**

To effectively implement the SRA, four institutional bodies shall be established. The main policy-making body shall be the Social Reform Council (SRC), headed by the President and co-chaired by the Secretary of Agrarian Reform, with the SRA flagship champions and other key government agencies as members. It shall ensure compliance and consistency within Government for the effective implementation of the SRA.

The implementation of specific SRA Flagship Programs, on the other hand, shall be undertaken by the Flagship Champions and their respective flagship coordinating structures, which shall include the participation of the private sector.

Staff support to the SRC shall be provided by two groups: The SRA Technical Working Group, composed of Technical Action Officers (TAOs) of the Flagship Champions and other key government agencies, as well as those of the private sector, shall be responsible for coordinating all technical concerns to facilitate the effective and responsive implementation of the SRA. The SRA Secretariat function shall be provided by the Office of the Presidential Adviser on the Peace Process (OPAPP), which shall perform the day-to-day administrative tasks necessary for the smooth implementation of the SRA. These two bodies shall be supervised by the Executive Director of the OPAPP, who shall act as Secretary-General of the SRC.

For the implementation of the SRA at the local level, local implementing structures shall be established by the Local Government Units in close coordination with the Department of Interior and Local Government (DILG).

#### *A. Composition of SRA Bodies*

##### 1. Social Reform Council

1.1 Chairman: *PRESIDENT FIDEL V. RAMOS*

1.2 Co-Chairman and Lead Convenor: *Secretary Ernesto D. Garilao*

1.3 Members:

1.3.1 <i>Flagship Champions</i>	--	<i>Flagship Programs</i>
Secretary of Agriculture	--	Agricultural and Fisheries Development
Chairman, Housing and Urban Development	--	Social Housing
Secretary of Environment and Natural Resources	--	Ancestral Domain
Secretary of Labor and Employment	--	Workers' Welfare and Protection
Secretary of Social Welfare	--	Integrated Social Services

- 1.3.1 (cont'd.)
- |   |    |  |
|---|----|--|
| Secretary of the Interior<br>and Local Government       | -- | Institution - Building and<br>Participation in<br>Governance |
| Secretary of Finance<br>and LandBank President          | -- | Expansion of Credit  |
| Secretary of Trade and<br>Industry & Secretary of Labor | -- | Livelihood Programs  |

1.3.2 *Other Members:*

- |   |   |  |
|---|---|--|
| Executive Secretary   | - | Executive Liaison/OP                       |
| Presidential Adviser on<br>the Peace Process                    | - | Peace and Unification                      |
| Secretary of Economic Planning                                  | - | Economic Development                       |
| Secretary of Health   | - | MBN (Health)                               |
| Secretary of Education  | - | MBN (Education)                            |
| Secretary of the Budget   | - | Public Administration                      |
| Chairman, Presidential Commission<br>on Countryside Development | - | Rural Development                          |
| Chairman, Presidential Commission<br>to Fight Poverty           | - | Poverty Alleviation                        |
| Representatives (1 each)  | - | Basic Sectors                              |
|   | - | Labor Sector                               |
|   | - | Business Sector                            |
|   | - | Non - Governmental<br>Organizations (NGOs) |

1.4 Secretary-General: *Executive Director, OPAPP*

2. Technical Working Group (TWG)

- 2.1 Coordinator: DAR (*Lead Convenor's representative*)
- 2.2 *Flagship Champions' Technical Action Officers (TAOs):*

Department of Agriculture (DA)  
 Department of Environment & Natural Resources (DENR)  
 Department of Labor and Employment (DOLE)  
 Department of Social Welfare and Development (DSWD)  
 Department of the Interior and Local Government (DILG)  
 Department of Trade and Industry (DTI)  
 Department of Finance (DOF)  
 Land Bank of the Philippines (LBP)  
 Housing and Urban Development Coordinating Council (HUDCC)

2.3 *Other Agency Representatives:*

Office of the Presidential Adviser on the Peace Process (OPAPP)  
(SRA Secretariat)  
Presidential Management Staff (PMS)  
National Economic and Development Authority (NEDA)  
Office of the Press Secretary (OPS)  
Presidential Commission to Fight Poverty (PCFP)  
Presidential Commission on Countryside Development (PCCD)  
Presidential Commission on Urban Poor (PCUP)  
Department of Budget & Management (DBM)  
Department of Health (DOH)  
Department of Education, Culture & Sports (DECS)  
(and other key agencies, to be invited as the need arises)

2.4 *Local Government League Representatives:*

League of Provinces  
League of Cities  
League of Municipalities  
Liga ng mga Barangay

2.5 *Private Sector Representatives:*

Basic Sectors  
Labor Sector  
Business Sector  
Non-Governmental Organizations (NGOs)

**B. *Functions of SRA Bodies***

1. **Social Reform Council (SRC)**

- 1.1 Oversee and ensure the implementation of commitments under the SRA;
- 1.2 Approve a Master Plan to operationalize the SRA framework;
- 1.3 Ensure compliance and consistency by all departments, government agencies and instrumentalities in the operationalization of the SRA framework, Master Plan and Flagship Programs;
- 1.4 Review and resolve issues and concerns related to the SRA; and

- 1.5 Determine all necessary policy and other interventions to ensure the successful implementation of the SRA.

## 2. Technical Working Group

- 2.1 Coordinate all technical concerns/requirements with various concerned government agencies and non-government sectors to facilitate and ensure effective implementation of the SRA;
- 2.2 Undertake regular reviews and monitoring of SRA commitments, and submit periodic status reports to the SRC through the Secretary-General; and
- 2.3 Recommend to the SRC, through the Secretary-General, a Master Plan and all other actions/measures and policy interventions to ensure successful implementation of the SRA.

## 3. SRA Secretariat

- 3.1 Provide the necessary administrative and staff support to the SRC and the TWG;
- 3.2 Coordinate with various concerned government agencies, leagues of LGUs and non-government sectors to facilitate and ensure effective implementation of the SRA;
- 3.3 Prepare and submit annual work programs and operating budgets of the SRC, TWG and Secretariat to the Secretary-General for approval by the SRA Lead Convenor;
- 3.4 Coordinate the effective implementation of the information and communications program in accordance with the approved Master Plan; and
- 3.5 Serve as the SRA information and coordination center which develops and maintains an SRA databank.

### *C. Duties and Responsibilities of SRA Major Actors*

#### 1. SRA Lead Convenor

- 1.1 Serve as Co-Chairman of the Social Reform Council (SRC);

- 1.2 Coordinate with the flagship champions and the heads of the local government leagues in the preparation and implementation of the Master Plan in accordance with the SRA framework;
- 1.3 Submit regular status reports to the President and recommend all necessary policy and other interventions to ensure the successful implementation of the SRA; and
- 1.4 Convene bi-monthly SRC meetings, and/or call caucus meetings with the flagship champions, as often as necessary, to review SRA commitments and the progress of their implementation.

## 2. Flagship Champions

- 2.1 Ensure the effective implementation of the specific flagship program commitments assigned, consistent with the framework and principles under the SRA. The Flagship Champions' performance commitments with the President shall include this workload;
- 2.2 Adopt their respective operating mechanisms, as well as coordinative and consultative structures, consistent with the principles and guidelines stated herein;
- 2.3 Initiate the complementation and integration, where possible, of all existing mechanisms related to specific flagship programs assigned to them;
- 2.4 Undertake participative and responsive consultations at least once every other month or as often as necessary, with the concerned basic sectors, other government agencies, local government leagues and private sector agencies to review the flagship program commitments and progress of their implementation;
- 2.5 Identify and facilitate resolution of issues and concerns related to the implementation of flagship programs assigned;
- 2.6 Recommend to the SRC necessary policy and other interventions to ensure the successful implementation of flagship programs;
- 2.7 Designate a senior technical action officer (TAO) to handle all SRA-related concerns and to represent them in the Technical Working Group; and

- 2.8 Provide regular and updated public information on the status of the flagship programs in accordance with information and communications program contained in the approved Master Plan.

### 3. Secretary-General

- 3.1 Act as Secretary to the Social Reform Council (SRC);
- 3.2 Coordinate all SRC meetings, including the preparation of the meeting agenda;
- 3.3 Assist and report directly to the Lead Convenor to ensure smooth SRA implementation;
- 3.4 Oversee the activities of the SRA Secretariat and the Technical Working Group (TWG);
- 3.5 Review and submit the work program and operating budget of the SRC, SRA Secretariat and TWG to the Lead Convenor for approval; and
- 3.6 Undertake such other tasks as directed from time to time by the Lead Convenor.

### 4. TWG Coordinator

- 4.1 Convene and preside over all meetings of the TWG to review and monitor SRA commitments;
- 4.2 Coordinate with the technical action officers (TAOs) of flagship champions and other agencies involved in the operationalization of the SRA framework and flagship programs to ensure compliance and consistency;
- 4.3 Report directly to the Secretary-General and recommend all necessary technical interventions to ensure the successful implementation of the SRA;
- 4.4 Prepare and submit regular TWG work program, operating budget and status reports to the Secretary-General; and
- 4.5 Undertake tasks as may be assigned by the Secretary-General from time to time.



5. SRA Secretariat Head

- 5.1 Manage the day-to-day activities of the SRA Secretariat;
- 5.2 Prepare and submit regular SRA Secretariat work program, operating budget and status reports to the Secretary-General; and
- 5.3 Undertake tasks assigned by the Secretary-General from time to time.

*D. Meetings and Consultations*

- 1. The Social Reform Council (SRC) shall meet at least once in every two months, or as often as necessary. The SRC shall set the tentative schedule of meetings for one year, and every year thereafter;
- 2. The SRC, through the Lead Convenor, shall initiate a mid-year and an annual national caucus among representatives of various sectors to assess the status of the Social Reform Agenda, and plan for succeeding phases;
- 3. The Flagship Champions shall organize consultative meetings with their respective constituencies at least once every other month, or as often as necessary;
- 4. The SRC, through the Lead Convenor, in close coordination with the DILG and the Leagues of LGUs, shall facilitate the holding of local consultations on the SRA among various sectors; and
- 5. The TWG shall meet every month or as often as necessary. The TWG shall set a tentative schedule of meetings based on the schedule of the SRC.

### **III. GENERAL IMPLEMENTING GUIDELINES**

#### **1. PARTICIPATION AND REPRESENTATION OF NON-GOVERNMENT SECTORS**

- 1.1 Private sector representatives to the Social Reform Council shall be appointed by the President upon the recommendation of the Lead Convenor and Flagship Champions concerned, in close consultation with concerned sectors. Private sector technical representatives to the Technical Working Group (TWG) shall be appointed by the Lead Convenor in coordination with the concerned sectors and government agencies;
- 1.2 Broad, adequate and appropriate representation of private sector groups in SRA-related consultations shall be ensured by the Lead Convenor and the Flagship Champions with assistance of the SRA Secretariat.

#### **2. LOCALIZATION OF THE SRA**

- 2.1 The different Leagues of LGUs shall be encouraged to adopt their respective mechanisms in developing their own SRA flagship programs in their local areas, consistent with the framework and principles of the SRA;
- 2.2 The different Leagues and DILG shall coordinate closely with the SRA Secretariat to ensure the broadest participation of various private sector organizations in the formulation and implementation of local SRAs .

#### **3. INTERFACING WITH OTHER MECHANISMS**

- 3.1 Meetings of the Cabinet Clusters, Social Development Committee (SDC), development planning sub-committees and other relevant bodies may be used as venues to coordinate and integrate initiatives of other departments/ agencies/ instrumentalities as they relate to the SRA flagship programs;
- 3.2 Coordination with existing appropriate private bodies shall be pursued by Flagship Champions to ensure effective implementation and monitoring of the SRA.

4. **INTEGRATION OF THE SRA WITHIN THE BUREAUCRACY**

- 4.1 All department/agency/instrumentality heads shall institute mechanisms to integrate the SRA into their respective agency policies and programs and shall undertake strategic capacity-building and awareness activities on the SRA within the bureaucracy. These mechanisms and their operationalization shall be monitored and reported to the SRC;
- 4.2 All other agencies listed herein shall designate a senior technical action officer (TAO) who shall handle all SRA-related concerns in close coordination with the SRA Secretariat and represent their respective agencies in the TWG.

5. **INSTITUTIONALIZATION OF PLANNING, IMPLEMENTATION AND MONITORING SYSTEM**

- 5.1 The Master Plan of the SRA implementation shall, to the extent possible, integrate and reflect the various human development thrusts and programs of the government, including poverty alleviation strategies, the countryside and urban development frameworks, other relevant government economic and development plans or programs, in consonance with or pursuant to applicable laws and policies, such as the Local Government Code of 1991, in order to rationalize and foster social reforms and people empowerment as a motive force of the State for national progress. The implementing strategies outlined in the SRA shall be delineated in the Master Plan, which shall also include a comprehensive information and communication program for concerted action. The Master Plan shall be prepared by the TWG and submitted to the Lead Convenor through the Secretary-General for approval by the SRC.
- 5.2 Standardized planning and monitoring tools shall be adopted to expedite the effective implementation and accurate assessment of the SRA and its flagship programs. These shall be developed and submitted by the TWG to the SRC for approval. In developing these planning and monitoring tools, the TWG shall involve all government agencies directly or indirectly contributing to the SRA's operationalization, to ensure that the appropriate ways and means are utilized to best improve the workability and chances for success of the SRA's framework, master plan and flagship programs at all levels of implementation.

- 5.3 Unresolved concerns or issues with regard to SRA flagship program implementation shall be elevated to the SRC for final resolution and decision.

#### **IV. FUNDING AND LOGISTICAL SUPPORT**

1. The Flagship Champions and other concerned Departments, together with the Department of Budget and Management and NEDA shall identify, source and allocate the necessary funds to ensure timely and effective implementation of the SRA in accordance with the approved Master Plan.
2. The Department of Agrarian Reform and the Office of the Presidential Adviser on the Peace Process (OPAPP) shall identify, source and allocate the necessary funds, staff and logistical support for the operations of the SRC, SRA Secretariat and TWG;
3. All Departments concerned shall include in their respective budgets for the next fiscal year and every year thereafter, the required fund, staff and logistical support for all SRA-related programs and activities.

#### **V. TIMEFRAME OF IMPLEMENTATION**

The Social Reform Agenda and its flagship programs shall be a continuing thrust of the Ramos Administration up to 1998, with the flagship programs, their components and priorities being revised or expanded as warranted on the basis of consultations with various social sectors and agencies.

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Republic of the Philippines  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
UL Complex, Pasig, Metro Manila

February 1, 1995

DECS O R D E R  
No. 5, s. 1995

GUIDELINES FOR THE SECOND YEAR IMPLEMENTATION OF THE NEW  
SALARY SCHEDULE IN THE GOVERNMENT

To: Undersecretaries  
Assistant Secretaries  
Bureau/Cultural Agency Directors  
Directors of Services/Centers and Heads of Units  
Regional Directors  
Schools Superintendents  
Presidents, State Colleges and Universities  
Vocational School Superintendents/Administrators

1. Inclosed is a copy of Department of Budget and Management National Compensation Circular No. 74, dated January 2, 1995, prescribing rules and regulations to govern the second year implementation of the new salary schedule as mandated under Executive Order No. 218, dated January 1, 1995, providing for a one thousand peso (₱1,000) increase over the monthly basic salaries as of December 31, 1994 of government personnel effective January 1, 1995.
2. The Plantilla of Personnel and Salary Adjustment Form (PPSAF), as prescribed in Annex C, shall be prepared as desired in said NCC and a separate PPSAF shall be prepared for contractual, casual and emergency positions and submitted direct to offices concerned.
3. Please be guided accordingly.

(SGD.) RICARDO T. GLORIA  
Secretary

Incl.:  
As stated

Reference:  
None

Allotment: 1-2-3--(M.O. 1-87)

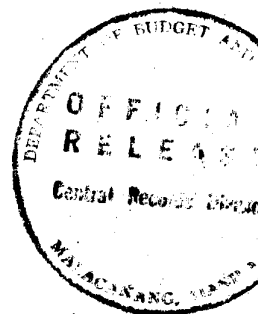
To be indicated in the Perpetual Index  
under the following subjects:

BUREAUS & OFFICES  
EMPLOYEES  
OFFICIALS

POLICY  
RULES & REGULATIONS  
SALARY



**REPUBLIC OF THE PHILIPPINES**  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
MALACAÑANG, MANILA



**NATIONAL COMPENSATION CIRCULAR NO. 74**  
January 2, 1995

**TO :** HEADS OF DEPARTMENTS, BUREAUS, OFFICES,  
AND AGENCIES OF THE NATIONAL GOVERNMENT,  
INCLUDING STATE UNIVERSITIES AND COLLEGES;  
GOVERNMENT-OWNED AND/OR -CONTROLLED  
CORPORATIONS AND FINANCIAL INSTITUTIONS;  
AND ALL OTHERS CONCERNED

**SUBJECT :** GUIDELINES FOR THE SECOND YEAR  
IMPLEMENTATION OF THE NEW SALARY  
SCHEDULE IN THE GOVERNMENT

**1.0 PURPOSE**

This Circular is being issued to prescribe rules and regulations to govern the second year implementation of the new salary schedule in the Government as mandated under Executive Order No. 218, dated January 1, 1995, providing for a one thousand peso (P1,000) increase over the monthly basic salaries as of December 31, 1994 of government personnel, effective January 1, 1995.

**2.0 COVERAGE**

All positions whether permanent, temporary, contractual, casual or emergency in nature, appointive or elective, on full-time or part-time basis now existing or hereafter created in the national government, state universities and colleges and government-owned and/or -controlled corporations and financial institutions.

**3.0 EXEMPTIONS**

3.1 Officials and employees of agencies which are exempt from the Position Classification and Compensation System and/or do not follow the Salary Schedule prescribed for government employees.

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- 3.2 Consultants and experts hired by government entities for a limited period to perform specific activities or services with expected outputs, who will continue to be compensated pursuant to existing applicable laws, rules and regulations until these are revised or amended.
- 3.3 Student laborers and apprentices and others similarly situated, who will continue to be compensated pursuant to existing applicable laws, rules and regulations until these are revised or amended.
- 3.4 Laborers hired as part of a job contract (pakiao), those paid on piecework basis, including mail contractors, and others similarly situated.

#### 4.0 DEFINITION OF TERMS

- 4.1 The present salary of an incumbent for purposes of this Circular shall mean the actual basic salary rates received as of December 31, 1994, exclusive of Personnel Economic Relief Allowance (PERA), Additional Compensation, representation and transportation allowances, bonus and cash-gift, honorarium and any other forms of additional compensation usually paid in addition to basic salary.
- 4.2 Transition allowance shall mean the excess of the present salary over the eighth step of the grade allocation of the employee's position.
- 4.3 "Over-and-above allowance" shall refer to the additional compensation other than the basic salary regularly paid on a monthly basis by the LGUs to public school teachers prior to July 1, 1989, and which was added over and above their basic salary.

#### 5.0 COMPENSATION RULES

##### 5.1 For Civilian Personnel

- 5.1.1 The salary grades in the salary schedule prescribed under RA 6758 and the corresponding salary grade allocation of positions pursuant thereto shall be maintained. For purposes of the salary increase herein authorized, the monetary value of each salary step is hereby adjusted effective January 1, 1995, as indicated in the following Interim Salary Schedule:

*JM*

**INTERIM SALARY SCHEDULE**  
Effective January 1, 1995  
(Second Year Implementation)

SG	1	2	3	4	5	6	7	8
1	3,800	3,820	3,840	3,861	3,881	3,902	3,923	3,944
2	3,873	3,894	3,915	3,936	3,958	3,979	4,001	4,023
3	3,956	3,978	4,000	4,022	4,044	4,066	4,089	4,112
4	4,050	4,072	4,095	4,118	4,141	4,164	4,188	4,212
5	4,155	4,178	4,202	4,226	4,250	4,275	4,300	4,325
6	4,273	4,297	4,322	4,347	4,373	4,399	4,425	4,451
7	4,404	4,430	4,457	4,483	4,510	4,537	4,565	4,593
8	4,552	4,579	4,607	4,635	4,664	4,692	4,721	4,750
9	4,717	4,746	4,776	4,805	4,836	4,866	4,897	4,927
10	4,902	4,933	4,964	4,996	5,028	5,060	5,093	5,125
11	5,009	5,042	5,075	5,109	5,143	5,177	5,212	5,247
12	5,240	5,276	5,311	5,347	5,384	5,421	5,458	5,496
13	5,500	5,538	5,576	5,615	5,654	5,694	5,733	5,774
14	5,791	5,832	5,873	5,915	5,957	6,000	6,043	6,086
15	6,118	6,163	6,207	6,252	6,298	6,344	6,390	6,437
16	6,486	6,534	6,583	6,632	6,681	6,731	6,781	6,832
17	6,901	6,953	7,006	7,059	7,113	7,167	7,221	7,277
18	7,370	7,426	7,484	7,541	7,600	7,659	7,718	7,779
19	7,899	7,961	8,023	8,086	8,150	8,215	8,280	8,346
20	8,498	8,566	8,635	8,704	8,774	8,845	8,916	8,988
21	9,178	9,253	9,328	9,404	9,481	9,559	9,638	9,717
22	9,950	10,033	10,116	10,200	10,285	10,371	10,458	10,545
23	10,831	10,922	11,014	11,107	11,201	11,296	11,392	11,489
24	11,835	11,936	12,039	12,142	12,246	12,352	12,458	12,566
25	13,085	13,199	13,314	13,430	13,547	13,666	13,785	13,906
26	14,350	14,477	14,604	14,733	14,864	14,995	15,128	15,263
27	15,615	15,754	15,895	16,037	16,180	16,325	16,471	16,619
28	16,880	17,032	17,185	17,340	17,496	17,654	17,814	17,975
29	18,775	18,946	19,118	19,292	19,468	19,646	19,825	20,007
30	20,675	20,865	21,056	21,250	21,445	21,643	21,842	22,044
31	21,250	21,445	21,643	21,842	22,044	22,247	22,453	22,660
32	23,700	23,920	24,124	24,367	24,593	24,822	25,053	25,287
33	25,000							

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- 5.1.2 Incumbents shall receive the salary rates corresponding to their designated salary steps in the salary grade allocation of their positions as of December 31, 1994. Likewise, incumbents of positions which were moved to a higher salary grade allocation under Joint Senate and House of Representatives Resolution No. 1, s. 1994 as adopted under EO No. 164, shall continue to receive the salary rate of their old salary grade allocation as of December 31, 1994.
- 5.1.3 Incumbents with transition allowance and/or "over-and-above allowance" shall likewise be entitled to the salary adjustments authorized herein. The excess of their adjusted salary over the prescribed salary rates shall be treated as advance implementation of the Salary Schedule contained under Joint Senate and House of Representatives Resolution No. 1, s. 1994 as adopted by EO No. 164 (Illustrative Example A).
- 5.1.4 Appointments effective January 1, 1995 and thereafter shall be at the first step of the salary grade allocation of the position prescribed under Item 5.1.1 hereof. In case the appointee has previously received under an approved permanent appointment, a salary higher than the first step of the salary grade allocation, the existing salary rules shall apply.
- 5.1.5 The Personnel Economic Relief Allowance and Additional Compensation shall continue to be paid as allowances and are not considered integrated into the basic salary rates contained in the Interim Salary Schedule.
- 5.1.6 Contractual employees whose salaries are paid out of lump-sum appropriations or project funds may be entitled to not more than 120% of the adjusted minimum hiring rate of comparable regular positions (Illustrative Example B).
- 5.1.7 The Wage Rates of daily paid employees shall be computed by dividing the monthly salary rate shown in the Interim Salary Schedule indicated under Item 5.1.1 hereof by twenty-two (22) working days, provided that the total wages received by a daily paid employee in a month shall not exceed said monthly salary rate.
- 5.1.8 The rates contained in the Interim Salary Schedule referred to under Item 5.1.1 hereof shall be used as basis for computing retirement pay, year-end bonus and other similar benefits.

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5.1.9 In accordance with Section 6, Article VII and Section 10, Article VI of the Constitution, the salary adjustment of the President, the Vice-President, and the Members of the House of Representatives shall take effect only after the expiration of their respective present term, and with the Senators, only after the expiration of the term of all the incumbent Senators.

5.2 For Uniformed Personnel of the DND and the DILG and the commissioned officers and enlisted personnel of the NAMRIA.

The uniformed personnel of the Department of National Defense, the Department of the Interior and Local Government and the Commissioned Officers and Enlisted Personnel of the NAMRIA shall be paid in accordance with the following Salary Schedule:

<u>AFP</u>	<u>PNP/Equivalent DILG Uniformed Personnel</u>	<u>NAMRIA Commissioned &amp; Enlisted Personnel</u>	<u>Monthly Basic Salary</u>
<b>General Officers</b>			
GEN	Dir. General	.	P13,700
LTGEN	Dep. Dir. General	.	P10,700
MGEN	Director	.	P 9,700
BGEN	Chief Superintendent	Commodore	P 9,200
<b>Field Grade Officers</b>			
COL	Sr. Superintendent	Captain	P 7,700
LTCOL	Superintendent	Commander	P 7,200
MAJ	Chief Inspector	Lt. Com	P 6,700
<b>Company Grade Officer</b>			
CAPT	Sr. Inspector	Lt. Sr. Grade	P 5,700
1 LT	Inspector	Lt. Jr. Grade	P 5,200
2 LT	-	Ensign	P 4,700
P2LT	-	.	P 4,300
CADET	CADET	.	P 4,200
<b>Non-Commissioned Officers</b>			
MSGT	Sr. Police Officer IV	Chief Petty Officer	P 4,200
TSGT	Sr. Police Officer III	Petty Officer I	P 3,800
SSGT	Sr. Police Officer II	Petty Officer II	P 3,600
SGT	Sr. Police Officer I	Petty Officer III	P 3,400

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**Enlisted Ranks**

CPL	Police Officer III	Seaman 1st Class	P 3,100
PFC	Police Officer II	Seaman 2nd Class	P 2,900
PVT	Police Officer I	Seaman 3rd Class	P 2,800
CS	-	-	P 2,400

**6.0 PROHIBITION**

Heads of all national government agencies and corporate entities are prohibited from granting any adjustment in excess of the amounts herein authorized.

**7.0 FUNDING SOURCE**

The funding sources for the amounts necessary to implement the Interim Salary Schedule shall be as follows:

7.1 For national government agencies, the amount shall be charged against the Compensation Adjustment Fund and such other appropriations set aside for the purpose under RA 7845, the 1995 General Appropriations Act. Any deficiency shall be charged against savings in agency appropriations.

7.2 For government corporations, the amount shall come from their respective corporate funds. Government corporations which do not have adequate or sufficient funds shall only partially implement the established rates, provided, that any partial implementation shall be uniform and proportionate for all positions in each government corporation.

**8.0 RELEASE OF FUNDS**

The Department of Budget and Management (DBM) shall release the covering Notice of Cash Allocation (NCA) needed to implement the salary adjustment in accordance with the provisions of National Budget Circular No. 437, dated January 2, 1995.

**9.0 PAYMENT OF SALARY ADJUSTMENT**

9.1 Upon receipt of the NCA, agencies shall pay the required salary adjustment authorized herein.

9.2 Any salary adjustment under this Circular shall be subject to appropriate adjustments if found not in order upon review by DBM.

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- 9.3 The Head of the agency shall notify the official/employee of any salary adjustment in accordance with this Circular through a Notice of Salary Adjustment (For Individuals, Annex A). A copy of this Notice shall be furnished the GSIS, if the official/employee is a member thereof.
- 9.4 For officials/employees covered by similar information, such as classification of position, salary grade, present salary and adjusted salary, a Notice of Salary Adjustment (For Groups, Annex B) shall be issued in lieu of the form prescribed in Section 9.3. A copy of the Notice shall be furnished the GSIS if the beneficiaries are members thereof.

**10. POST-AUDIT**

- 10.1 All agencies shall prepare for the purpose of this Circular, a Plantilla of Personnel and Salary Adjustment Form (PPSAF) as prescribed in Annex C. A separate PPSAF shall be prepared for contractual, casual and emergency positions.
- 10.2 The original and three (3) copies of each of the said PPSAF which shall be certified correct by the Human Resource Management Officer/Administrative Officer and approved by the Head of the government agency shall be submitted for post-audit, within thirty (30) days after the grant of the salary adjustment, to the Compensation and Position Classification Bureau (CPCB), DBM or to the appropriate DBM Regional Office, in the case of regionalized offices. CPCB or the DBM Regional Office concerned shall examine and verify the said PPSAF based on its records and certify them accordingly. The certified copies shall then be distributed as follows:
- 10.2.1 one copy to the Civil Service Commission Regional Office and Field Office concerned;
- 10.2.2 one copy to the Commission on Audit, for compliance with auditing requirements;
- 10.2.3 one copy to the Office of origin; and
- 10.2.4 the original shall remain with the CPCB or DBM Regional Office concerned for records, control and post-audit purposes.

*Jm*

**11.0 RESPONSIBILITY OF THE HEAD OF AGENCY**

The Head of agency shall be responsible for the submission of the required reports. He shall be held personally liable for any payment of salary adjustment not in accordance with the provisions of this Circular, without prejudice however, to the refund of any excess payment by the employee concerned.

**12.0 CONTRIBUTIONS**

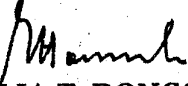
The salary adjustments herein authorized are subject to the mandatory requirements of GSIS life and retirement insurance premiums, and Home Development Mutual Fund (HDMF) contribution, if the recipient is a member of the GSIS and HDMF, pursuant to RA 660 and CA 186 with respect to retirement and life insurance premiums.

**13.0 SAVING CLAUSE**

Cases not covered by the provisions of this Circular shall be referred to the Secretary of Budget and Management for resolution.

**14.0 EFFECTIVITY**

This Circular shall take effect January 1, 1995.

  
**EMILIA T. BONCODIN**  
*Acting Secretary*

-----  
*Name of Agency*

**NOTICE OF SALARY ADJUSTMENT**

Date \_\_\_\_\_

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

Sir/Madam:

Pursuant to National Compensation Circular No. \_\_\_ dated January \_\_\_, 1995 implementing Executive Order No. \_\_\_ dated January \_\_\_, 1995, your salary is hereby adjusted effective January 1, 1995. as follows:

Basic Annual/Monthly/Daily Salary as of December 31, 1994.....	P _____
Add: Salary Increase .....	1,000.00
	-----
Adjusted Salary Effective January 1, 1995 .....	P _____
	=====

This salary adjustment is subject to review and post audit by the Compensation and Position Classification Bureau (CPCB) and to appropriate re-adjustment and refund if found not in order.

Position Title \_\_\_\_\_  
Present Salary Grade \_\_\_\_\_  
Item No. (PSI CY 1993/94) \_\_\_\_\_

Very truly yours,

\_\_\_\_\_  
*Head of Agency*

-----  
*Name of Agency*

**NOTICE OF SALARY ADJUSTMENT**

Date \_\_\_\_\_

Special Order  
 No. \_\_\_\_\_ s. 1995

Pursuant to National Compensation Circular No. dated January \_\_, 1995 implementing Executive Order No. \_\_ dated January \_\_, 1995, the salaries of the following officials/employees have been adjusted from \_\_\_\_\_ to \_\_\_\_\_ effective January 1, 1995.

	Name of Official/ Employee	Item No. per PSI CY 1993/94	Position and Salary Grade
	-----	-----	-----
1.			
2.			
3.			
4.			
5.			

Their salaries have been adjusted as of January 1, 1995 as follows:

Basic Annual/Monthly/Daily Salary as of December 31, 1994.....	P _____
Add: Salary Increase .....	1,000.00
Adjusted salary as of January 1, 1995 .....	P _____

This salary adjustment is subject to review and post-audit by the Compensation and Position Classification Bureau (CPCB) and to appropriate re-adjustment and refund if found not in order.

-----  
*Head of Agency*

### ILLUSTRATIVE EXAMPLE A

#### COMPUTING THE SALARY ADJUSTMENT OF EMPLOYEES WITH TRANSITION ALLOWANCE AND/OR "OVER AND ABOVE ALLOWANCE"

Basic Salary as of December 31, 1994 (1st step of SG-10 of Interim Salary Schedule under NCC 72)	P 3,902.00
"Over and above allowance" as of December 31, 1994	832.00
	-----
Total Basic Salary as of December 31, 1994 inclusive of transition allowance or "over and above allowance"	P 4,734.00
	=====
Total Basic Salary as of December 31, 1994 inclusive of "over and above allowance"	P 4,734.00
Add: Increase per EO No. 218	1000.00
	-----
Total Adjusted Salary as of January 1, 1995	P 5,734.00
	=====

#### COMPUTING THE TRANSITION ALLOWANCE

Ms. Shirley Aspiras is a Budget Officer I, SG-11 whose actual salary as of December 31, 1994 is P4,311. Applying Item 5.1.3 of this Circular, her transition allowance shall be computed as follows:

Actual Monthly Salary as of December 31, 1994 (Inclusive of transition allowance)	P 4,311.00
Add: Increase per EO No. 218	1,000.00
	-----
Adjusted Salary as of January 1, 1995	P 5,311.00
Less: Salary Rate of 8th step of SG-11 in the Interim Salary Schedule under this Circular	5,247.00
	-----
Transition Allowance considered as advance partial implementation of the Salary Schedule contained in Joint Senate-House of Representatives Resolution No. 1, s. 1994	P 64.00
	=====



**ILLUSTRATIVE EXAMPLE B**

**COMPUTING THE SALARY ADJUSTMENT  
OF CONTRACTUAL PERSONNEL**

Ms. Emy Nobleza is an Accountant I, SG-11, whose total monthly compensation is P4,811.00 (P4,009.00 x 120%). Applying Item 5.1.6, her salary adjustment shall be computed as follows:

Adjusted Minimum Hiring Rate of comparable regular position as of January 1, 1995 (1st step, SG-11)	P 5,009.00
Add: Twenty per cent premium (optional)	1,002.00
	-----
Adjusted maximum contractual rate as of January 1, 1995	<u><u>P 6,011.00</u></u>

PLANTILLA OF PERSONNEL AND SALARY ADJUSTMENT FORM

Pursuant to NCC No. 74  
As of January 1, 1995

DEPARTMENT				AGENCY								
Item No. PSI CY 1993 (1)	Item No. PSI CY 1994 (2)	Designation (3)	CPCB Classification of Position (4)	Salary Grade (5)	Authorized Salary (6)	Actual Salary Effective 12-31-94 (7)	Adjusted Salary Effective 01-01-95 (8)	Annual Salary Difference (9)	Name of Incumbent (10)	Status (11)	Date of Last Promotion (12)	Remarks (13)
36-1 36-2	39-1 39-2	Clerk III Clerk III	Clerk III Clerk III	6 6	29,676 29,676	39,276	51,276	12,000	Satum Eufemia Vacant	P	10-1-93	
CERTIFIED CORRECT:				APPROVED:				DATE:				
Administrative/Human Resource Mgt. Officer								Head of Agency				
								Mo/Day/Year				