

Republika ng Pilipinas  
(Republic of the Philippines)  
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS  
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)  
UL Complex, Pasig, Metro Manila

July 9, 1991

DECS O R D E R  
No. 77, s. 1991

GRANT OF PERSONNEL ECONOMIC RELIEF ALLOWANCE  
TO ALL EMPLOYEES OF THE GOVERNMENT

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

1. For the information and guidance of all concerned, inclosed is a copy of the Department of Budget and Management Circular No. 4 dated June 28, 1991 granting Personnel Economic Relief Allowance (PERA) to all employees of the government effective January 1, 1991.

2. For compliance and dissemination.

(SGD.) ISIDRO D. CARINO  
Secretary

Incl.:  
As stated

Reference:  
None

Allotment: 1-2-3-4--(M.O. 1-87)

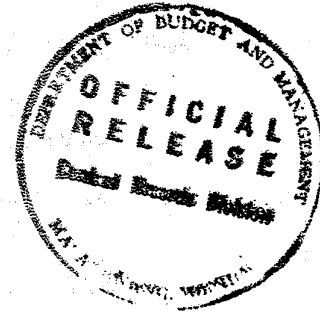
To be indicated in the Perpetual Index  
under the following subjects:

ALLOWANCE  
BUREAUS & OFFICES  
EMPLOYEES  
RULES & REGULATIONS



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
MALACANANG, MANILA

BUDGET CIRCULAR NO. 4  
June 28, 1991



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

**SUBJECT :** GRANT OF PERSONNEL ECONOMIC RELIEF ALLOWANCE TO ALL EMPLOYEES OF THE GOVERNMENT

**1.0 PURPOSE**

This Circular is issued to implement the Special Provision under the Miscellaneous Personnel Benefits Fund and the Special Provision under the Internal Revenue Allotment, Specific Tax Allotment and Local Government Revenue Stabilization Fund, in the CY 1991 General Appropriations Act, granting Personnel Economic Relief Allowance (PERA) to employees of the national government, government owned and controlled corporations, including government financial institutions, and local government units, respectively.

**2.0 COVERAGE**

- 2.1 All appointive employees of the government occupying itemized plantilla positions with Salary Grade 23 or below, and all casual and contractual employees of equivalent salary grade who have rendered at least twelve (12) months of continuous or uninterrupted service as of January 1, 1991 or thereafter;
- 2.2 All company grade officers and non-commissioned and enlisted personnel of the Armed Forces of the Philippines (AFP) and their counterparts in the Philippine National Police (PNP) who are receiving regular basic pay.

### 3.0 EXCEPTIONS

The following employees are exempted from the coverage of this Circular:

- 3.1 Employees receiving commutable transportation and representation allowances.
- 3.2 Employees occupying positions allocated to salary grade 24 or higher, whether or not they are receiving commutable transportation and representation allowances.
- 3.3 Employees occupying positions allocated to salary grade 23 or lower but are entitled and/or receiving transportation and representation allowances whether on commutable or reimbursible basis, provided that, if the amount is less than P500, they shall receive the difference.
- 3.4 Commissioned officers in the AFP and PNP from the ranks of Major (Lieutenant Commander in the Philippine Navy) and higher.
- 3.5 Members of local legislative bodies.
- 3.6 Employees stationed abroad and others similarly situated.
- 3.7 Consultants and experts hired for a limited period to perform specific activities or services with definite expected outputs.
- 3.8 Student laborers and apprentices and others similarly situated.
- 3.9 Laborers hired as part of a job contract (pakiao), those paid on a piece-meal basis, including mail contractors and others similarly situated.

### 4.0 RULES AND REGULATIONS

The PERA herein authorized shall be paid in accordance with the following guidelines:

- 4.1 Employees who are paid on an annual or monthly basis shall be paid the PERA of P500 per month.

- 4.2 Employees who are paid on a daily basis shall be paid PERA of P22.72 per day but not to exceed P500 per month.
- 4.3 The PERA of employees paid on an hourly, daily or part-time basis shall be computed on the basis of actual services rendered during the month but not to exceed P500 per month.
- 4.4 Entitlement to the PERA by employees in the local government units shall be in accordance with the following schedule:

	<u>For Provinces/ Cities</u>	<u>For Municipi- cities</u>
Special Cities and 1st Class	100%	90%
2nd Class and 3rd Class	90%	80%
4th Class, 5th Class and 6th Class	80%	70%

- 4.5 Employees who are on full-time or part-time detail with another government agency, entity or special project shall receive the PERA from their home office, or in the case of employees paid from project funds, from the same source where they draw their basic salaries. No one shall receive PERA from more than one source.

5.0 FUNDING SOURCE

The PERA authorized herein shall be taken from the following funds:

- 5.1 For national government agencies, it shall be taken from the appropriations provided under the Miscellaneous Personnel Benefits Fund, in the CY 1991 General Appropriations Act.
- 5.2 For government-owned and controlled corporations, including government financial institutions, it shall be taken from their respective corporate funds subject to the approval by their respective governing boards.

5.3 For local government units, it shall be taken from the appropriations provided under the Internal Revenue Allotment, Specific Tax Allotment and Local Government Revenue Stabilization Fund, in the CY 1991 General Appropriations Act.

**6.0 RELEASE OF FUNDS AND PAYMENT OF PERA**

6.1 National government agencies are hereby authorized to use whatever cash available from their Common Funds to pay the PERA immediately without waiting for the receipt of the Advice of Allotment and Notice of Cash Allocation for the purpose.

6.2 Government-owned and controlled corporations, including government financial institutions and local government units are likewise authorized to pay the PERA immediately chargeable against their respective funds.

**7.0 RESPONSIBILITY OF THE HEAD OF AGENCY**

The head of the agency shall be held responsible and personally liable for any payment of PERA not in accordance with the provisions of this Circular, without prejudice, however, to the refund of any excess payment by the employee concerned.

**8.0 AUTHORIZED DEDUCTIONS**

The PERA herein authorized shall not be subject to any retention or deduction except the withholding tax mandated by law.

**9.0 SAVING CLAUSE**

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

**10.0 EFFECTIVITY**

This Circular shall take effect January 1, 1991.

  
GUILLERMO N. CARAGUE  
Secretary