



REPUBLIKA NG PHILIPPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON, KULTURA AT SPORTS**  
**DEPARTMENT OF EDUCATION, CULTURE AND SPORTS**  
DECS Complex, Marikina Avenue  
Pasig City, Philippines



*Sama-Sama sa DECS*

*Tanggapan ng Kalihim  
Office of the Secretary*

March 26, 1998

**DECS ORDER**  
No. 32, s. 1998

**HIGHEST PRIORITY FOR PAYMENT OF PERSONNEL  
WAGES, SALARIES AND OTHER BENEFITS**

To: Undersecretaries and Assistant Secretaries  
Regional, Staff Bureau, Center and Service Directors  
Schools Division Superintendents  
Heads of All Public Elementary and Secondary Schools  
Finance Officers


1. It is the policy of this Office to give highest priority in all cases to the payment of personnel wages, salaries and other benefits. The following directives are hereby issued for the purposes:

- 1.1 First call on the use of any and all cash releases shall be for the payment of all valid and legal claims of all DECS personnel for services already rendered. Regional Finance Officers shall be held directly accountable for any delay in the payment of wages, salaries and other benefits especially those of teachers.
- 1.2 All benefits provided in the 1998 GAA such as clothing allowance, productivity incentive bonus and shall allowance shall be immediately paid preferably by payroll to avoid usual delay when processed through IBM-FST.
- 1.3 Regional Offices shall now request for appropriate NCA releases to allow payment of 50% of USA money pay and cash gift which are usually given in May of every year to every qualified government employee or usually received in May, particularly by our teachers.

2. With reference to amelioration benefits authorized to be paid from 1997 savings, an updated report of payments made to all personnel shall be submitted to this Office not later than 05 April 1998. The report shall include specific recommendations on possible fund sources for any amelioration payment shortfalls, if any.

3. This Office has requested the President to approve use of a portion of any 1998 mandatory reserves to pay monetization of leave credits and ceremonial bonus benefits both of which are entitlements that are subject to savings.

4. To: State of compliance.

  
**Ferdinand C. PEFLANCO**  
Secretary

Reference:

None

Allowment: 1-2-3- (D.O. 50-97)

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

ALLOWANCES

BENEFITS

EMPLOYEES

OFFICIALS