

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

MC No. 48, 1998

MEMORANDUM CIRCULAR

**T O : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT MANAGERS, REGIONAL/OPERATIONS MANAGERS,
PROJECT MANAGERS, PROVINCIAL IRRIGATION OFFICERS,
IRRIGATION SUPERINTENDENTS, AND ALL OTHERS CONCERNED
National Irrigation Administration**

**SUBJECT : GRANT OF YEAR-END BONUS AND CASH GIFT FOR CALENDAR
YEAR 1998**

1.0 PURPOSE

This Circular is issued pursuant to Republic Act (RA) No. 6686 dated December 14, 1988 authorizing the grant of annual Christmas bonus equivalent to one (1) month basic salary, and pursuant further to RA No. 8441 dated July 28, 1997 authorizing an additional Cash Gift of P3,000.00 to government officials and employees in recognition of their dedication to government service and in keeping with the spirit of Christmas.

2.0 COVERAGE

- 2.1 NIA personnel regardless of employment status whether monthly, daily, co-terminous, casual/seasonal or contractual, who have rendered four (4) months of service including leaves of absence with pay from January 1, 1998 to October 31, 1998 and who were still in the service as of October 31, 1998 are entitled to the herein year-end benefits.
- 2.2 NIA officials and employees who received the advance 50% bonus in May 1998 as implemented under NIA-MC No. 15, s. 1998 are entitled to receive the final installment representing the remaining 50% of the one-month year-end bonus, and the P1,500.00 cash gift.
- 2.3 NIA officials and employees who have rendered less than four (4) months of service from January 1, 1998 to October 31, 1998 and who are in the service as of October 31, 1998 shall be entitled solely to the following percentage of the Cash Gift pro-rated as follows :

Length of Service	Percentage	Equivalent Amount
3 months but less than 4 months	40 %	P1,200.00
2 months but less than 3 months	30 %	900.00
1 month but less than 2 months	20 %	600.00
Less than one (1) month	10 %	300.00

- 2.4 NIA officials and employees who did not qualify for the grant of 50% bonus in June are now covered under this Circular to receive the same subject to the herein rules.

3.0 EXEMPTIONS

- 3.1 An official or employee under preventive suspension without pay is not entitled to these year-end benefits. However, when exonerated, he shall be entitled to same.
- 3.2 An official or employee who was absent without official leave (AWOL) as of October 31, 1998 shall not be entitled to the benefits granted herein.
- 3.3 An official or employee who may have four (4) months or more of government service but was no longer in the service as of October 31, 1998 due to retirement/resignation/separation or for whatever other reasons shall not be entitled to year-end or Christmas bonus.

4.0 OTHER RULES AND REGULATIONS

- 4.1 An official or employee who is on full-time or part-time detail with another government office/agency or special project shall receive his year-end benefits from his mother agency. In case of personnel paid from project funds, year end benefits shall be drawn from the same source where he draws his salary. No one shall receive the year-end benefits from more than one source. Committee or project honoraria shall not be considered in computing the benefits provided herein.
- 4.2 Officials and employees who are employed on a part-time basis are entitled to the year-end benefits corresponding to the basic salary he is actually receiving and pro-rata share of the P3,000.00 Cash Gift.
- 4.3 Any official or employee who was on approved leave of absence without pay but has rendered a total of four months service, excluding such leave without pay, in the government within the period from January 1, 1998 to October 31, 1998 shall be entitled to the year-end benefits.
- 4.4 Computation of the year-end benefits shall be based on the actual basic monthly salary/daily wage/contractual rate of the employees as of October 31, 1998, exclusive of allowances, hazard pay and other forms of compensation usually paid in addition to the basic salary.

4.5 The year-end benefits of an employee who transferred from one government agency to another, whether national, local, State Universities and Colleges or Government Owned and/or Controlled Corporations/Government Financial Institutions, as of October 31, 1998, and who meets the herein prescribed guidelines in the grant thereof, shall be paid by his new office.

4.6 All payments made pursuant to this Circular shall be subject to the usual accounting and auditing rules and regulations.

5.0 FUNDING

Funds for the purpose of implementing this Circular for those whose salaries/wages are charged against the Current Operating Budget for 1998 shall be charged thereto. Those whose positions are authorized under Project Plantilla shall be charged against their respective Project funds.

6.0 REPORTING REQUIREMENTS

The Chief Accountant of each Regional/Field/Project Office shall accomplish and submit to the Manager, Controllershship Department not later than January 11, 1999 certified statement of actual payments of the year-end benefits duly verified and certified by the Auditor concerned, who in turn shall consolidate same for submission to the National Accounting and Finance Bureau of the Department of Budget and Management not later than January 15, 1999.


7.0 RESPONSIBILITY OF IMPLEMENTING OFFICIALS

Chiefs of Offices/Projects concerned shall be held responsible for the implementation of this Circular in their respective area of jurisdiction and shall be held liable for any deviation/s from the provisions hereof, without prejudice, however, to the refund of any excess payments by the employees concerned.

8.0 RESOLUTION OF CASES

Cases not covered by this Circular shall be referred to the Administrator
Attn.: Assistant Administrator for Administrative Services.

Compliance hereon is enjoined.


MANUEL S. AREVALO
Administrator

N/A

For Wilma Casimira

II No. 15500

Ex No. 96-38-46

Republic of the Philippines
Congress of the Philippines
Metro Manila

Second Regular Session

Began and held in Metro Manila, on Monday, the twenty-
fifth day of July, thousand hundred and eighty-eight.

(REPUBLIC ACT NO. 6686)

Cash gift portion
Amended by RA 8449
Oct. 2/99

AN ACT AUTHORIZING ANNUAL CHRISTMAS BONUS
TO NATIONAL AND LOCAL GOVERNMENT
OFFICIALS AND EMPLOYEES STARTING CY 1989

As it enacted by the Senate and House of Representatives
of the Philippines in Congress assembled:

SECTION 1. All officials and employees of the National
Government who have rendered at least four months of service
from January 1 to October 31 of each year and who
are employed in the government service as of October 31
of the same year shall each receive a Christmas bonus
equivalent to one month basic salary and additional cash
gift of One thousand pesos (P1,000.00).

It increased to
P5,000.00 to be impl
near a period of 3
yrs. from 1987 to 1990

SEC. 2. Officials and employees of the National Govern-
ment who have rendered less than four months of service
from January 1 to October 31 of each year and who are
employed in the government service as of October 31 of the
same year shall be entitled solely to the following cash gift:

percentage of the

Length of Service	Amount	
3 months but less than 4 months	P400.00	40%
2 months but less than 3 months	300.00	30%
1 month but less than 2 months	200.00	20%
Less than one month	100.00	10%

SEC. 3. For CY 1988, the amount needed to implement this Act for national officials and employees, and barangay chairmen under Section 5 hereof, shall be taken from appropriations under the Compensation and Organizational Administration Fund and the Government Employees Amelioration Fund. Any deficiency shall be taken from savings in appropriations authorized under Republic Act No. 6012, the General Appropriations Act for 1988. For the succeeding years, the amount shall be included in the annual General Appropriations Act.

SEC. 4. All officials and employees of local government units may receive the same benefits as are provided under Sections 1 and 2 of this Act chargeable against their respective fund funds. For CY 1988, local government units (municipalities, cities, and provinces) may realign their budgets including released NALOU Funds to give priority to the funding requirements under this Act and any deficiency may be booked as accounts payable to be paid on a first priority basis in succeeding years.

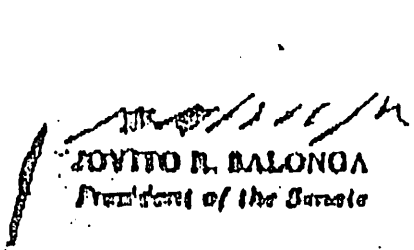
SEC. 5. Barangay chairmen shall each receive a cash gift of One thousand pesos (P1,000.00) payable out of the funds provided for in Section 3 hereof.

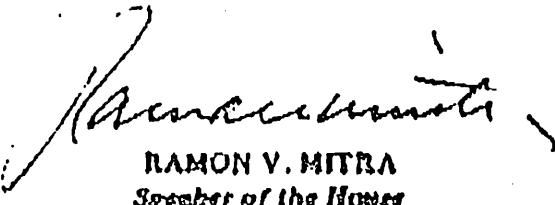
SEC. 6. No official or employee shall receive Christmas bonus from any and all sources in excess of the one month basic salary and One thousand pesos (P1,000.00) cash gift.

SEC. 7. The Department of Budget and Management shall issue the implementing rules and regulations to carry out the provisions of this Act.

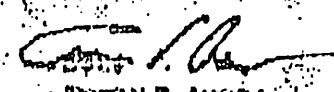
SEC. 8. This Act shall take effect upon its approval.

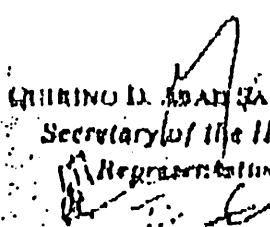
Approved,


JOVITO R. BALONOA
President of the Senate

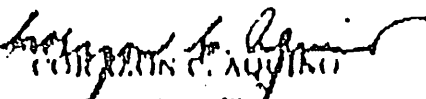

RAMON V. MITRA
Speaker of the House
of Representatives

This Act which originated in the House of Representatives was finally passed by the House of Representatives and the Senate on December 12, 1988.


EDWIN P. ALORA
Secretary of the Senate


GUERINO D. ADAN, JR.
Secretary of the House of
Representatives

Approved: December 14, 1988


CORRAOIN C. AQUINO
President of the Philippines

OFFICE AVAILABLE

11. No. 2035
S. No. 1153

Republic of the Philippines
Congress of the Philippines

Senate

Joint Congress

Third Regular Session

11. 2035
S. 1153
1/20/97

Began and held in Metro Manila, on Monday, the twenty-eighth day of July, nineteen hundred and ninety-seven.

[REPUBLIC ACT NO. 8441]

AN ACT INCREASING THE CASH GIFT TO FIVE THOUSAND PESOS (P5,000.00), AMENDING FOR THE PURPOSE CERTAIN SECTIONS OF REPUBLIC ACT NUMBERED SIX THOUSAND SIX HUNDRED EIGHTY-SIX, AND FOR OTHER PURPOSES

Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:

SECTION 1. Section 1 of Republic Act No. 6686 is hereby amended to read as follows:

"SECTION 1. All officials and employees of the National Government who have rendered at least four months of service

from January 1 to October 31 of each year and who are employed in the government service as of October 31 of the same year shall each receive a Christmas bonus equivalent to one month basic salary and additional cash gift of Five thousand pesos (P= 5,000.00) to be implemented over a period of three (3) years, to wit:

"(a) Two thousand pesos (P2,000.00) for the Christmas Year 1997;

"(b) Three thousand pesos (P3,000.00) for the Christmas Year 1998; and

"(c) Five thousand pesos (P5,000.00) for the Christmas Year 1999 and thereafter."

SEC. 2. Section 2 of Republic Act No. 6686 is hereby amended to read as follows:

"SEC. 2. Officials and employees of the National Government who have rendered less than four months of service from January 1 to October 31 of each year and who are employed in the government service as of October 31 of the same year shall be entitled solely to the following percentage of the cash gift:

"Length of Service	Percentage
"3 months but less than 4 months	40%
"2 months but less than 3 months	30%
"1 month but less than 2 months	20%
"Less than one month	10%

SEC. 3. Section 3 of Republic Act No. 6686 is hereby amended to read as follows:

"SEC. 3. For CY 1997, the amount needed to implement this Act for national officials and employees, and barangay

chairmen under Section 5 hereof shall be taken from current year's appropriations for the Miscellaneous Personnel Benefits Fund and appropriation savings and reserves authorized under Republic Act No. 8250, the General Appropriations Act for 1997. For the succeeding years, the amount shall be included in the annual General Appropriations Act."

SEC. 4. Section 4 of Republic Act No. 6686 is hereby amended to read as follows:

"SEC. 4. All officials and employees of local government units may receive the same benefits as are provided under Sections 1 and 2 of this Act chargeable against their respective local funds. For CY 1997, local government units (municipalities, cities and provinces) may realign their budgets to give priority to the funding requirements under this Act and any deficiency may be booked as accounts payable to be paid on a first priority basis in succeeding years."

SEC. 5. Section 5 of Republic Act No. 6686 is hereby amended to read as follows:

"SEC. 5. Barangay chairmen shall each receive a cash gift of Five thousand pesos (P5,000.00) payable out of the funds provided for in Section 3 hereof. This shall be implemented in accordance with Sections 1 and 2 of this Act."

SEC. 6. Section 6 of Republic Act No. 6686 is hereby amended to read as follows:

"SEC. 6. No official or employee shall receive Christmas bonus from any and all sources in excess of the one month basic salary and cash gift as provided under Sections 1 and 2 of this Act."

SEC. 7. All laws, executive issuances and any rules and regulations which may be inconsistent with any of the provisions of this Act are hereby deemed amended, repealed and modified accordingly.

SEC. 8. This Act shall take effect upon its approval.

Approved,


ERNESTO M. MACEDA

President of the Senate


JOSE DE VENECIA JR.

Speaker of the House
of Representatives

This Act which is a consolidation of House Bill No. 8035 and Senate Bill No. 1153 was finally passed by the House of Representatives and the Senate on December 17, 1997.


LORENZO E. LEONES JR.

Secretary of the Senate


ROBERT C. NAZARENO

Secretary General
House of Representatives

Approved: ~~December 20, 1997~~ 20, 1997


FIDEL V. RAMOS

President of the Philippines