

# Updates on Compensation and Allowances in the Government

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# OUTLINE OF THE PRESENTATION

- 1 ——— **Updates on Travel Rates under EO No. 77, s. 2019**
- 2 ——— **Compensation Standards and Guidelines**
- 3 ——— **Salient Features of EO No. 64, s. 2024**
- 4 ——— **Updates on Standard Allowances and Benefits**
- 5 ——— **Updates on Specific Purpose Allowances and Benefits**
- 6 ——— **Updates on Incentives**
- 7 ——— **Other Matters**

Travel Rates  
Under  
EO No. 77,  
s. 2019



# Legal Basis

- **Section 72, Chapter 7, Book VI of EO No. 292**
  - Rates of per diems may be changed from time to time upon recommendation of the **Travel Rates Committee (TRC)**
  - Committee shall review travel rates and shall **recommend to the President** for consideration and approval modification in rates and policy when found warranted by actual domestic or foreign travel costs



# TRC Members

Position	Member
Chairperson:	Secretary of Budget and Management
Members:	Secretary of Tourism
	Secretary of Foreign Affairs
	Chairperson of Commission on Audit



# Legal Basis

- **Section 25 of Executive Order (EO) No.77** dated March 15, 2019, prescribes the periodic review of Local Travel Rates to ensure that local travel rates remain up-to-date
- The **TRC** shall conduct a regular review of travel rates based on the survey of lodging costs to be conducted by the Department of Tourism, and other economic indicators to be provided by the Philippine Statistics Authority



# Daily Travel Expense (DTE) Rates and Apportionment for Local Travel

Destination		Maximum DTE	Accommodation (50%)	Meals (30%)	Incidental (20%)
Cluster	Regional Coverage				
<b>Cluster I</b>	Regions I,II, III, V, VIII, IX, XII, XIII and ARMM	<b>P1,500</b>	P 750	P 450	P 300
<b>Cluster II</b>	Regions VI, VII, X, XI and CAR	<b>P1,800</b>	P 900	P 540	P 360
<b>Cluster III</b>	Regions IV-A,IV-B and NCR	<b>P2,200</b>	P 1,100	P 660	P 440



# Updates

- A revised draft EO was presented to the TRC
- Agreements during TRC Meetings
  - Adopted “domestic” instead of “local” consistent with EO No. 292
  - Proposed to include a provision for the approving authority for the official travel of city and barangay employees



# Updates

- **Recommended the new DTE Rates for official local travel and the Regional Clustering**

Destination		Maximum DTE	Accommodation (50%)	Meals (30%)	Incidental (20%)
Cluster	Regional Coverage				
Cluster I	Regions II, VIII, IX, XII, XIII and BARMM	From: P1,500 To: <b>P???</b>	P ???	P ???	P ???
Cluster II	Regions <b>I, III, V, X, XI, CAR, and NIR</b>	From: P1,800 To: <b>P???</b>	P ???	P ???	P ???
Cluster III	Regions IV-A, IV-B, <b>VI, VII, and NCR</b>	From: P2,200 To: <b>P???</b>	P ???	P ???	P ???



# Updates

- Included a provision to highlight that the most direct routes shall be considered for local and foreign travels
- Rates for pre-departure expenses and clothing allowance for foreign travel will be proposed for adjustment
- Allowable mode of transportation for foreign travels of key officials will be proposed for modification
- Reimbursement of expenses during layovers for foreign travels will be proposed



# Updates

- Travel insurance coverage for all those travelling abroad, and adjustment of the prescribed ceiling
- Revision of EO No. 77 incorporating the herein proposed amendments shall be subject to the OP approval



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# Compensation Standards and Guidelines



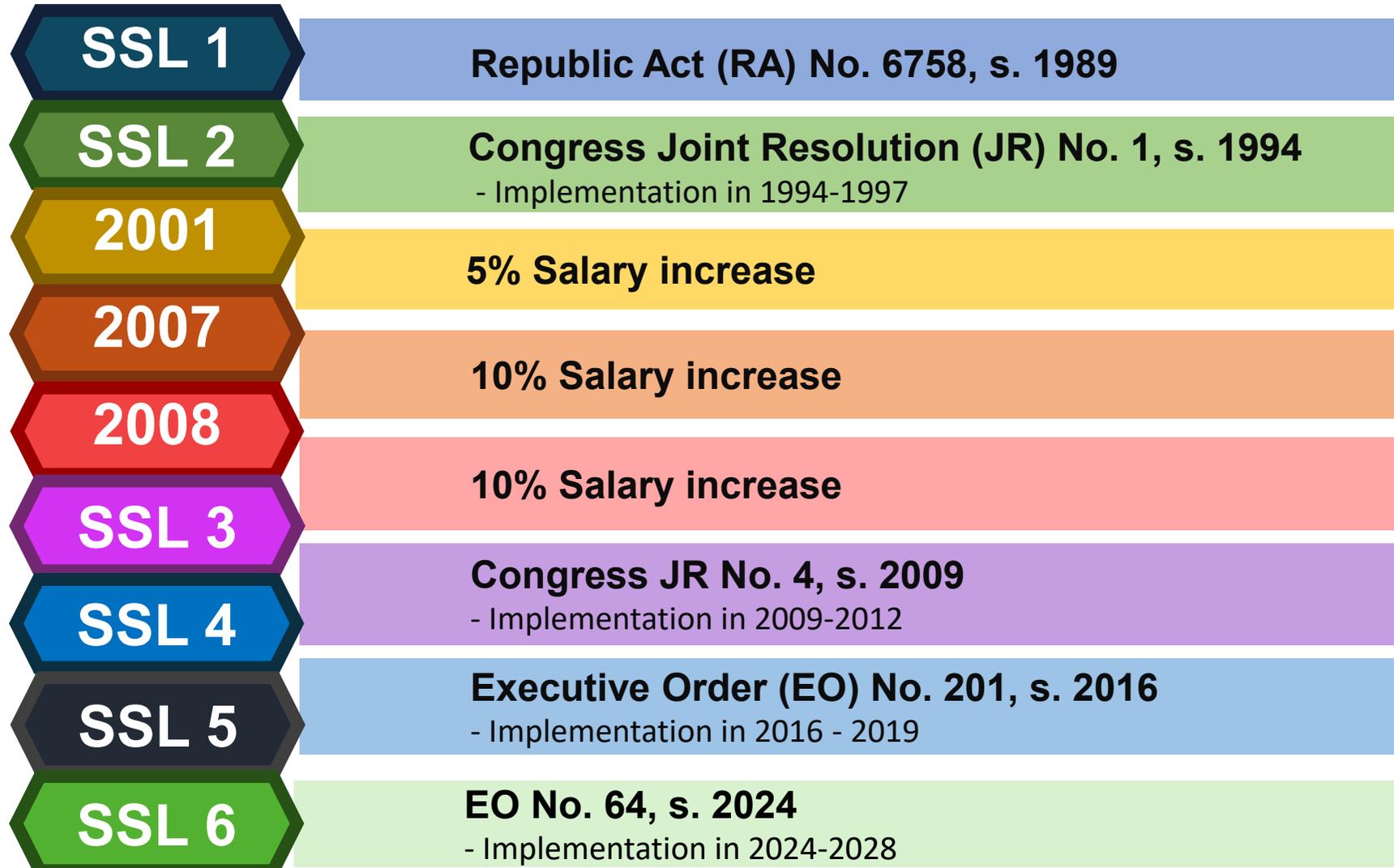
# Salary Standardization Law of 2019

- **RA 11466 or SSL of 2019**
- Purpose: to provide all government personnel a just and equitable compensation in accordance with the principle of equal pay for work of equal value.
- The **Total Compensation Framework** established under Item (4) of Joint Resolution No. 4, series of 2009, consisting of the following components, shall **continue to be adopted**:
  - (a) Basic Salaries including Step Increments;
  - (b) Standard Allowances and Benefits;
  - (c) Specific-Purpose Allowances and Benefits; and
  - (d) Incentives

# SSL Governing Principles

- All government **personnel shall be paid just and equitable compensation** in accordance with the principle of **equal pay for work of equal value**. Differences in pay shall be based upon substantive differences in duties, responsibilities, accountabilities, and qualification requirements of the positions.
- The compensation of all civilian personnel shall generally be **competitive with those in the private sector** doing comparable work to attract, retain and motivate a corps of competent civil servants.
- The compensation for all civilian personnel shall be **standardized and rationalized** across all government agencies.
- The compensation scheme shall **take into consideration the financial capability of the government** and shall give due regard to the **efficient allocation of funds for personnel services**, which shall be maintained at a realistic level in proportion to the overall expenditure of the government.

# Salary Increase since 1989



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# Salient Features of EO No. 64, s. 2024

Updating the Salary Schedule for Civilian  
Government Personnel and Authorizing the Grant of  
an Additional Allowance, and for Other Purposes



# What will be the Compensation Adjustment Strategy for SSL VI?

The updated salary schedule under SSL VI conforms with the following:



**Salaries must be competitive with the private sector**



**Value of government employee compensation is maintained over time**



**Differences in pay must be based on differences in duties and qualifications**



**Funding cost must be kept within the available fiscal space**

# When will SSL VI be implemented for NGAs?

## For NGAs:

The updated Salary Schedule shall be **implemented in four (4) tranches**, as follows:

**First tranche beginning on January 1, 2024**

**Second tranche beginning on January 1, 2025**

**Third tranche beginning on January 1, 2026**

**Fourth tranche beginning on January 1, 2027**

# When will SSL VI be implemented for NGAs?

## For covered GOCCs and LGUs:

- The implementation period shall **not be less than four (4) years**, depending on their financial capabilities, provided, that each tranche shall start no earlier than the aforementioned dates for NGAs.
- GOCCs and LGUs which **do not have adequate or sufficient funds shall partially implement the Salary Schedule** authorized herein. In case of partial implementation, the same shall be at a uniform percentage across all positions for every GOCC/LGU.

# How will the Salary Adjustment apply for Personnel of LGUs?

The updated Salary Schedule may likewise be granted to personnel of LGUs, subject to the following:



**Authorization from their respective *Sanggunian*** as provided under Sections 447(a), 458(a), and 468(a) of RA No. 7160 or the "Local Government Code of 1991", as amended



**Compliance with the PS limitation in the LGU budget** under Sections 325 and 331 of RA No. 7160

# How will the Salary Adjustment apply for Personnel of LGUs?

The rates of pay in LGUs, which shall be determined on the basis of the **class and financial capability** of each LGU, shall be at the following percentages of the rates in the Salary Schedule:

	For Provinces/Cities	For Municipalities
Special Cities	100%	
1st Class	100%	90%
2nd Class	95%	85%
3rd Class	90%	80%
4th Class	85%	75%
5th Class	80%	70%
6th Class	75%	65%

Note: Subject to any modification that will be made pursuant to RA No. 11964 or the "Automatic Income Classification of Local Government Units Act," and its Implementing Rules and Regulations (IRR).

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# Updated Salary Rates for Select Positions



# How much is the Salary Increase for Teacher I (SG-11) in all tranches?

**Salary Grade: 11 (Step 1)**  
**Sample Position: Teacher I**

2024 (1 <sup>st</sup> Tranche)			2025 (2 <sup>nd</sup> Tranche)			2026 (3 <sup>rd</sup> Tranche)			2027 (4 <sup>th</sup> Tranche)		
Salary	Increase (P)	%									
28,512	1,512	5.60%	30,024	1,512	5.30%	31,705	1,681	5.60%	33,387	1,682	5.30%

# How much is the Salary Increase for Nurse I (SG-15) in all tranches?

**Salary Grade: 15 (Step 1)**  
**Sample Position: Nurse I**

2024 (1 <sup>st</sup> Tranche)			2025 (2 <sup>nd</sup> Tranche)			2026 (3 <sup>rd</sup> Tranche)			2027 (4 <sup>th</sup> Tranche)		
Salary	Increase (P)	%									
38,413	1,794	4.90%	40,208	1,795	4.67%	42,178	1,970	4.90%	44,148	1,970	4.67%

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# Updates on Standard Allowances and Benefits



# Standard Allowances and Benefits

These are allowances and benefits given to all employees across agencies at prescribed rates, guidelines, rules and regulations.

- 1. PERA**
- 2. Uniform/Clothing Allowance**
- 3. Year-End Bonus**
- 4. Cash Gift**
- 5. Medical Allowance**

# Personnel Economic Relief Allowance (PERA)

Under the Total Compensation Framework (TCF), as stipulated in **Congress Joint Resolution (JR) No. 41 , s. 2009**, the **PERA** is among the standard allowances and benefits being given to all employees across agencies to **supplement pay** due to the rising cost of living.

At present, the following personnel are receiving **PERA at the rate of P2,000** per month:

- Civilian government personnel, occupying regular, contractual, or casual positions; appointive or elective, rendering services on full-time or part time basis; and whose positions are covered by Republic Act (RA) No. 6758, as amended; and
- Military and uniformed personnel (MUP).

The rules and regulations on the grant of the PERA are prescribed under **Budget Circular (BC) No. 2009-3**, as amended by **BC No. 2011-2**.

# Uniform/Clothing Allowance (U/CA)

**Section 57** of the General Provisions of the FY 2025 GAA authorizes the payment of U/CA **not exceeding Seven Thousand Pesos (₱7,000)** per annum for each qualified government employee, subject to the guidelines, rules, and regulations issued by the DBM.

Corollary, DBM issued **Budget Circular (BC) No. 2024-1** to prescribe the updated rules and regulations on the grant of the U/CA to civilian personnel.

# Uniform/Clothing Allowance (U/CA)

## Rates of the U/CA

- For FY 2025, not to exceed **₱7,000** per annum for full-time service of personnel;
- For part-time service, shall be in direct proportion to the U/CA for full-time service.

## Forms and Other Details of the U/CA

- The U/CA may be granted in the form of: (a) **uniforms** procured through a bidding process; (b) **textile** materials and cash to cover sewing/tailoring; and (c) **cash** form for incumbents of executive positions or for those who will procure their individual uniforms according to set conditions.
- As far as practicable, such uniform/clothing shall use Philippine tropical fibers pursuant to R.A. No. 9242. Shoes shall be on the personal accounts of officials/employees, unless provided by law.

# Uniform/Clothing Allowance (U/CA)

## Illustrative Examples:

- Example A: Mr. Juan Dela Cruz, after more than four (4) years of government service, tenders his resignation, effective May 1, 2026.

**He is no longer entitled to the U/CA in FY 2026 as he will not be able to complete the six (6) months of service required for the year.**

- Example B: Mr. Juan Pedro's assumption to duty is on April 1, 2025. Pursuant to Section 31, Chapter 8, Book I of Executive Order No. 292 (Administrative Code of 1987) on the definition of legal periods, one (1) month equals 30 days, six (6) months equals 180 days, and twelve (12) months equals 360 days

**Assuming that Mr. Pedro will not incur any leave of absence without pay until December 31, 2025, he will have completed 275 days of actual service. Accordingly, Mr. Pedro is entitled to the U/CA for FY 2025.**

# Year-End Bonus (YEB) and Cash Gift (CG)

Pursuant to **Item 6.1 of Budget Circular (BC) No. 2016-4**, the **YEB**, which is equivalent to one (1) month basic salary, and the **CG** of ₱5,000 are given to entitled personnel, subject to the following conditions:

- Personnel has rendered **at least a total or an aggregate of four (4) months** of service from January 1 to October 31 of the current year; and
- Personnel remains to be **in the government service as of October 31** of the same year

# On the Guidelines for the Grant of Year-End Bonus (YEB) and Cash Gift (CG)

**DBM BC 2024-3**, amended Section 6.1 of DBM BC 2016-4, to provide that the **YEB** and the **CG** shall be given **simultaneously with the first agency payroll for November of the current year.**

This amendment ensures timely and efficient distribution of these benefits to eligible government employees.

# Medical Allowance

- **Section 7 of EO No. 64, s. 2024** provides that beginning **FY 2025**, a **Medical Allowance in an amount not exceeding P7,000 per annum** shall be granted to qualified government civilian personnel **occupying regular, contractual, or casual positions** as a subsidy for the availment of health maintenance organization (HMO)-type benefits.
- The Medical Allowance shall be categorized under the **Standard Allowances and Benefits component** of the Total Compensation Framework embodied in JR. No. 4 and RA No. 11466.

# Medical Allowance

## Salient Features of DBM BC No. 2024-6

- The Medical Allowance may be granted in the following forms:
  - **In the form of HMO-type product coverage** – Agencies or Employees' Organization may avail said HMO-type product coverage for the employees
  - Such arrangement, however, is without prejudice to the preference of employees to opt out from such group purchase, and individually avail of another HMO product.
  - **In cash form** for those who will (i) avail their own or (ii) pay/renew their existing HMO-type benefit.

# Medical Allowance

## Salient Features of DBM BC No. 2024-6

- The Medical Allowance may be granted in the following forms:
  - **In cash form** for those who paid their medical expenses, such as but not limited to hospitalization, emergency care, diagnostic tests, and medicines, due to the difficulty in acquiring HMO-product in view of the following:
    - Their localities/communities are identified as **Geographically Isolated and Disadvantaged Areas (GIDAs)**, as certified by the head of agency;
    - Their localities have **no adequate HMO branch or office of a licensed HMO company**, as certified by the head of agency; or
    - **Application of the personnel concerned in acquiring HMO coverage has been denied by an HMO company.**

# Medical Allowance

## Salient Features of DBM BC No. 2024-6

- In case an employee opts to continue his/her existing HMO product, the Medical Allowance shall be spent thereto provided that **it will cover the fiscal year, in whole or in part, when the allowance was granted.**
- In case where the HMO-type product is availed below the rate of P7,000 Medical Allowance, the government employee **shall not be obligated to refund the excess amount to the government.**

# Medical Allowance

The following are excluded from the grant of the Medical Allowance:



Government officials and employees who are already receiving HMO-based health care services by virtue of special laws; and



Officials and employees in the legislative and judicial branches and other offices vested with fiscal autonomy.

The heads of the foregoing agencies and offices **may grant a similar Medical Allowance** to their employees or continue to procure allowance HMO plans, subject to the limitations and guidelines that the DBM may issue in consultation with the said offices.

# Medical Allowance

- **Reportorial Requirements**
  - All government personnel, who have been provided with Medical Allowance, shall **submit a proof of enrollment with an HMO provider, such as but not limited to (i) certified copy of the HMO agreement or identification card issued by the HMO provider, (ii) certification of membership issued by the HMO provider, or (iii) official receipt for the payment of membership fee for the HMO product acquired.**
  - In case the Medical Allowance is granted **in cash form for medical expenses under Item 7.1.3**, the personnel shall **submit documents to support the use of the Allowance for medical expenses, e.g. receipts of the medical services undertaken, subject to the internal guidelines to be issued by the agency concerned.**

# Medical Allowance

- **Responsibilities of Agencies**

- Agencies shall **establish and issue their respective internal implementing rules**, guidelines, and/or procedures on the release, use, and monitoring of the Medical Allowance,
- Each government agency shall submit to the DBM Offices concerned, not later than one (1) month after every fiscal year, the **annual report on the grant of the Medical Allowance**

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# Updates on Specific – Purpose Allowances and Benefits



# Standard Allowances and Benefits

Given to employees across agencies under specific conditions and situations related to actual performance of work, at prescribed rates and guidelines:

1. **RATA**
2. Per Diem
3. **Honoraria**
4. **Night Shift Differential Pay**
5. Overtime Pay
6. Non-Monetary Remuneration for Overtime Services
7. Subsistence Allowance
8. Hazard Duty Pay
9. Special Counsel Allowance

# NATIONAL BUDGET CIRCULAR (NBC) NO. 593 dated May 3, 2024

## Updated Rules and Regulations on the Grant of Representation and Transportation Allowances (RATA) for FY 2024 and Years Thereafter

Pursuant to **Section 64** of the **General Provisions of RA No. 11975**, the **FY 2024 GAA**, the monthly rates of RATA, **effective January 1, 2024**, are as follows:

Officials/Employees	Monthly RA or TA (In Pesos)	RATA Code
Department Secretaries and those of equivalent ranks	15,500	RT1
Department Undersecretaries and those of equivalent ranks	12,500	RT2
Department Assistant Secretaries and those of equivalent ranks	11,500	RT3
Bureau Directors, Department Regional Directors, and those of equivalent ranks	10,000	RT4

# NATIONAL BUDGET CIRCULAR (NBC) NO. 593 dated May 3, 2024

## Updated Rules and Regulations on the Grant of Representation and Transportation Allowances (RATA) for FY 2024 and Years Thereafter

Officials/Employees	Monthly RA or TA (In Pesos)	RATA Code
Assistant Bureau Directors, Department Regional Directors, Bureau Regional Directors, Department Service Directors, and those of equivalent ranks	<b>9,500</b>	<b>RT5</b>
Assistant Bureau Regional Directors and those of equivalent ranks	<b>8,500</b>	<b>RT6</b>
Chief Division identified as such in the Personal Services Itemization and Plantilla of Personnel and those of equivalent ranks	<b>6,000</b>	<b>RT7</b>

# NATIONAL BUDGET CIRCULAR (NBC) NO. 593 dated May 3, 2024

## Updated Rules and Regulations on the Grant of Representation and Transportation Allowances (RATA) for FY 2024 and Years Thereafter

### General Guidelines on the Grant of RATA

A rationalized scheme on the grant of RATA based on the number of days of actual work performance on workdays by the official/employee concerned is hereby prescribed.

#### A. For Agencies Adopting a Five (5)-Day Workweek and Eight (8)-Hour Workday

Number of Workdays of Actual Work Performance in a Month	Actual RATA for a Month
1 to 5	25% of the monthly RATA
6 to 11	50% of the monthly RATA
12 to 16	75% of the monthly RATA
17 or more	100% of the monthly RATA

# NATIONAL BUDGET CIRCULAR (NBC) NO. 593 dated May 3, 2024

## Updated Rules and Regulations on the Grant of Representation and Transportation Allowances (RATA) for FY 2024 and Years Thereafter

### General Guidelines on the Grant of RATA

#### B. For Agencies Adopting a Four (4)-Day *Compressed* Workweek and Ten (10)-Hour Workday

Number of Workdays of Actual Work Performance in a Month	Actual RATA for a Month
1 to 4	25% of the monthly RATA
5 to 9	50% of the monthly RATA
10 to 13	75% of the monthly RATA
14 or more	100% of the monthly RATA

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# Status of the Study on Honoraria and Overtime Pay for Personnel Involved in Government Procurement



# Honoraria for Personnel Involved in Government Procurement (BC No. 2007-3)

- In view of the passage of the new government procurement act into a law, we recognize that the **25%** threshold for the total honoraria that may be received by personnel as a result of their involvement in procurement activities has now been **increased to 30%**.
- Accordingly, the DBM shall issue/update the existing guidelines for the purpose in coordination with the Government Procurement Policy Board-Technical Support Office (GPPB-TSO).

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# Night Shift Differential Pay

CSC-DBM-GCG JC No. 1, s. 2023



# Night Shift Differential Pay

- CSC, DBM, and GCG issued **Joint Circular No. 1, s. 2023** prescribing the guidelines on the grant of night shift differential pay
- Government employees occupying position items from **Division Chief and below**, or their equivalent, including those in GOCCs whether the nature of their employment is permanent, contractual, temporary, or casual, shall be paid night shift differential at a **rate not exceeding twenty percent (20%) of the hourly basic rate of the employee**, as determined by the head of the agency, for **each hour of work performed between the hours of 6:00 in the evening and 6:00 in the morning of the following day**

# Night Shift Differential Pay

## Not covered

- Government employees whose schedule of office hours fall between 6:00 in the morning to 6:00 in the evening. Services rendered beyond the regular eight (8)-hour work schedules are paid overtime pay in accordance with existing laws, rules and regulations; and
- Government employees whose services are required, or are on call, twenty-four (24) hours a day such as uniformed personnel of the AFP, the PNP, the BJMP, the BFP, and others similarly situated, as may be determined by the CSC and the DBM.

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# Updates on Incentives



# Incentives

- To reward an employee's loyalty to government service and contributions to an agency's continuing viable existence.
  - As rewards for exceeding agency performance targets and to motivate employee productivity.
1. Loyalty Incentive
  2. **Anniversary Bonus**
  3. Mid-Year Bonus
  4. **Productivity Enhancement Incentive**
  5. **Collective Negotiation Agreement Incentive**
  6. **Performance-Based Bonus**
  7. Program on Awards and Incentives for Service Excellence

# Anniversary Bonus [Administrative Order (AO) No. 263 dated March 28, 1996]

## Anniversary Bonus (AB)

A financial incentive granted to employees on the occasion of their agency's milestone years (15th year and every 5 years thereafter).

## Coverage

All personnel under permanent, temporary, contractual or casual status, elective or appointive, who have rendered at least one year of service in the agency as of date of milestone year and continue to be employed in the same agency as of the occasion of its milestone anniversary.

## Not Covered

- Those absent without leave as of date of milestone year;
- Those no longer in the service in the same agency as of date of milestone year.

# Anniversary Bonus

## Guidelines

- The AB shall be at **₱3,000** per employee.
- In case of insufficient funds, a lesser but uniform amount of AB may be paid.
- A milestone year refers to the **15th anniversary** and to **every 5th year** thereafter.
- For NGAs including SUCs, the amounts shall be charged against **savings from released allotments for current operating expenses**, provided that all authorized mandatory expenses shall have been paid first.

# Collective Negotiation Agreement (CNA) Incentive

## Background:

- **CNA Incentive** may be granted in recognition of efforts in accomplishing performance targets at lesser cost, and in attaining more efficient and viable operations through cost-cutting measures and systems improvement.

## Coverage:

**Civilian personnel** occupying regular, contractual, or casual positions in NGAs, SUCs, GOCCs, LWDs, and LGUs:

- Rank-and-file employees who are **members** of an employees' organization accredited by the CSC as the sole and exclusive negotiating agent
- Rank-and-file employees who are **non-members** of the CSC-accredited sole and exclusive negotiating agent but want to enjoy or accept benefits under the CNA, subject to payment of agency fee to the negotiating agent in accordance with PSLMC Resolution No. 1, s.1993
- Those who perform **managerial functions**

# Collective Negotiation Agreement (CNA) Incentive

## Conditions for the Grant of the CNA Incentive

- Existence of a CNA
- Accomplishment of Targets – at least 75%
- Submission of Accountability Reports

## Rate of the CNA Incentive

- The CNA Incentive may **be given equally to all qualified employees** or at **varying rates in consideration of the employee's or his/her office's contribution** to the accomplishment of performance targets, efficiency, productivity, or profitability, as determined by the agency head.
- In all cases, the CNA Incentive shall **not exceed P30,000** per qualified employee.

# Collective Negotiation Agreement (CNA) Incentive

## Fund Sources of the CNA Incentive

- For NGAs, Constitutional Offices, SUCs, GOCCs, LWDs, and LGUs - from available balances of allowable MOOE allotments after considering the whole year requirements
- Provided that the same have become available as a result of cost-cutting and systems improvement measures undertaken collectively by the agency and its personnel.
  - Communication Expenses
  - Repairs and Maintenance Expenses
  - Supplies and Materials Expenses
  - Transportation and Delivery Expenses
  - Traveling Expenses
  - Utility Expenses
  - **Printing and Publication Expenses**
  - **Advertising Expenses**
  - **Subscription Expenses**

# Collective Negotiation Agreement (CNA) Incentive

- CNA Incentive for FY 2025 is a **one-time benefit** which shall be granted **not earlier than December 15** but **not later than December 31**
- The CNA Incentive for the year shall be granted only during the validity of appropriations from which the available MOOE allotments shall be sourced
- Agencies are advised that additional funds can no longer be provided during the remainder of the current year for those programs, projects, and activities covered by the MOOE allotments, which are to be modified to fund the CNA Incentive.

# Performance-Based Bonus (PBB)

- **EO No. 61**, which was issued on June 3, 2024, provides the **review and study** of the government's (i) **Results-Based Performance Management System (RBPMS)** that was established under Administrative Order No. 25, s. 2011, and the (ii) **Performance-Based Incentive System (PBIS)** that was introduced under EO No. 80, s. 2012.
- As of 30 October, the DBM-OPCCB has evaluated Form 1.0s from 83 agencies which were forwarded by the AO 25 Secretariat.

# Productivity Enhancement Incentive (PEI)

BC No. 2017-4

## Coverage

- Civilian personnel, whether regular, casual, or contractual in nature, appointive or elective, in the Executive, Legislative, and Branches, the Constitutional Commissions and other Constitutional Offices, SUCs, GOCCs not covered by RA No. 10149, and local water districts (LWDs); and in LGUs; and
- Military and uniformed personnel.

## Guidelines

The PEI of **₱5,000** shall be given **not earlier than December 15 of the current year**, subject to the following conditions:

- The employee is still in the service as of November 30 of the current year; and
- The employee has rendered at least a total or an aggregate of 4 months of at least satisfactory service as of November 30 of the current year, including leaves of absence with pay.

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# Other Matters





# Status of the Review of Overseas Allowances

# Status of the Review of Overseas Allowances

- President Ferdinand R. Marcos Jr. issued **Executive Order (EO) No. 73 on 30 October 2024** to update the rates, indices, rules, and regulations governing the payment of the following allowances applicable to all national government employees who are assigned overseas.
  - Overseas Allowance (OA);
  - Living Quarters Allowance (LQA);
  - Education Allowance (EA);
  - Family Allowance (FA); and
  - Representation Allowance
- Under the new EO, the overall rate of the increase in the base rates for the **OA** and **LQA** will be implemented in four (4) tranches



# **Updates on the Review of the Guidelines on Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gathering Sponsored by Non-Government Organizations and Private Institutions**

**NBC No. 596 dated January 20, 2025**

- An amount not exceeding **Two Thousand Eight hundred Pesos (₱2,800)** per day per participant shall be allowed to serve as a **registration or participation fee** to authorized government officials and employees who shall participate in conventions, seminars, conferences, symposia, and such other activities conducted by non-government organizations or private institutions in the Philippines.



# Extension of the Transition Period of Contract of Service (COS) and/or Job Order Workers (JO)

COA-DBM JC No. 2, s. 2024 dated July 19, 2024

# Rules and Regulations on Contract of Service (COS) and Job Order (JO) Workers

- **COA-DBM JC No. 2, s. 2024 amended** the **transitory period** under Section 11.1 of the DBM-COA JC No. 2, s. 2020, allowing the NGAs, SUCs, and GOCCs to engage the services of new COS and JO workers through individual contract and renew the existing individual contracts until **December 31, 2025**.

Thereafter, the engagement of COS and JO workers shall be in accordance with the provisions of COA-DBM JC No. 2, s. 2020, as well as any subsequent guidelines, rules, and regulations issued by the COA, DBM, and other concerned parties.

- President Ferdinand R. Marcos, Jr. ordered the extension of the transition period until December 31, 2025 to provide the departments/agencies sufficient time to revisit their respective staffing requirements vis-a-vis their organizational structure and mandate, as well as implement the revised rules on the engagement of COS and JO workers.

# Definition of Terms

## ***Contract of Service***

Engagement of services of an individual, private firm, other government agency, non-government agency or international organization as consultant, learning service provider or technical expert to undertake a special project or job within a specific period.

## ***Job Order***

A piece work (*pakyaw*) or intermittent or emergency jobs such as clearing of debris, canals, waterways, etc., other manual, trades and crafts services such as carpentry, plumbing, electrical. These jobs are of short duration and for a specific piece of work.

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Thank you!

