

[LETTER OF INSTRUCTIONS NO. 828, March 14, 1979]

DIRECTING THE REDUCTION OF GOVERNMENT EXPENDITURES AND THE ADOPTION OF FISCAL RESTRAINT MEASURES

TO: All Concerned

WHEREAS, price and cost increases create serious strain on government finances necessitating the elimination of non-essential government expenditures;

WHEREAS, it is necessary that essential government programs and projects be pursued expeditiously and with minimum "red-tape";

WHEREAS, it is imperative that standards of government service performance be observed in personnel and other aspects of government operations;

NOW, THEREFORE, I, FERDINAND E. MARCOS, President of the Philippines Order and Instruct:

1. Compulsory Savings. - All government ministries, agencies, offices including state universities and colleges, Shall effect compulsory savings of no less than five per cent of current operating expenditures in addition to reserves earlier imposed.
2. Non-essential Expenditures. In reducing expenditures so as to generate this five percent savings, all concerned shall be guided by the following:
 - a. Attendance in conventions, seminars, workshops and similar activities conducted by private groups shall be minimized;
 - b. Training programs conducted by agencies shall be limited to the most essential ones;
 - c. Contributions and other similarly non-essential expenses shall be eliminated;
 - d. Unnecessary, redundant and duplicative publications shall be eliminated;
 - e. Meetings in expensive hotels and restaurants shall be avoided;
 - f. Foreign and domestic travel shall be held to a minimum;
 - g. Purchases and usage of materials and supplies shall be controlled;
 - h. Transactions between Regional and Central Offices shall be programmed carefully so as to cut down unnecessary costs due to travel and related expenses.
3. Personnel and Staffing
 - a. The hiring of casuals, temporary and emergency employees, including consultants and contractual personnel shall be allowed in order not to hamper essential projects and services, subject to the findings of the Personnel Effectiveness Audit Committee created by Letter of Instructions No. 806.
 - b. Additional compensation other than meal allowances shall be allowed only in accordance with the provisions of LOI No. 565, including the reporting requirement therein provided.