

[ADMINISTRATIVE ORDER NO. 132, June 08, 1994]

PRESCRIBING THE GUIDELINES FOR THE LOAN OF ONE-HALF (1/2) OF THE AMOUNT OF THE CHRISTMAS BONUS AND CASH GIFT FOR CY 1994 UNDER R.A. NO. 6686 TO GOVERNMENT PERSONNEL

I, FIDEL V. RAMOS, President of the Republic of the Philippines, by virtue of the powers vested in me by law, do hereby order:

1.0 COVERAGE

- 1.1 All government personnel whether under regular, temporary or casual status, and contractual personnel whose employment are in the nature of a regular employee, who have rendered at least a total of four (4) months of service including leaves of absence with pay in the government from January 1 to May 15, 1994 shall have the option to receive the benefit herein authorized.
- 1.2 Government personnel with pending cases, whether or not they are under preventive suspension, those on leave without pay and those absent without official leave (AWOL) shall not be entitled to the option herein authorized.

2.0 RULES AND REGULATIONS

- 2.1 The government personnel covered by this Order shall have the option to receive an advance of one-half (1/2) of the amount of the Christmas Bonus and Cash Gift for CY 1994 under RA No. 6686 as an interest-free loan. Said loan shall be payable and deductible from the full amount of the Christmas Bonus and Cash Gift for CY 1994 accruing to the official or employee concerned during the current budget year.
- 2.2 An official or employee whose government service is terminated by whatever cause after May 15, 1994 but before the actual grant of the benefits herein authorized shall no longer be allowed to exercise said option.
- 2.3 Officials/employees who availed of the option herein authorized and who resigned and/or are separated from government service for whatever cause before October 31, 1994 shall be required to pay the amounts received.

For this purpose, the head of the office/agency concerned and such other officials/employees who took part in the grant of the loan shall cause the deduction of the above from any