

**[ DECS ORDER NO. 32, s. 1998, March 26, 1998 ]**

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

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 purpose:

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 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 chalk allowance shall be immediately paid preferably by payroll to avoid usual delay when processed through IBM-PSD.

1.3 Regional Offices shall now request for appropriate NCA releases so that payment of 50% of 13th month pay and cash gift which are usually given in May of every year to every qualified government employee are actually 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 06 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 portion of our 1998 mandatory reserves to pay monetization of leave credits and centennial bonus benefits both of which are entitlements that are subject to savings.

4. For strict compliance.

Adopted: 26 March 1998

(SGD.) ERLINDA C. PEFIANCO  
*Secretary*

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