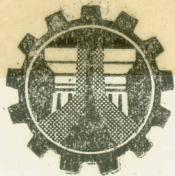


1200 P.M. Jan. 22, 1988

7:40 P.M.

017.13 DPWH

1-22-88-2



REPUBLIC OF THE PHILIPPINES
MINISTRY OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE MINISTER
MANILA

28 December 1987

DEPARTMENT ORDER

NO.

4

Series of 1988

In recognition of the satisfactory performance and additional workload of the officials and employees of the Department during the year in connection with the implementation of CEDP and urgent priority projects identified that have helped tremendously in the priming up of the economy, the payment of a commodity allowance not to exceed P500.00 per quarter equivalent to one sack of rice amounting to P300.00 and P 200.00 for groceries, is hereby authorized, subject to availability of funds, the usual accounting and auditing regulations and the following guidelines:

1. The payment of the allowance is chargeable against savings from Maintenance and Other Operating Expenses (MOOE) and other appropriate funding sources.
2. The allowance shall be given to all officials and employees of the Department including regular, contractual, temporary and casual employees who are in the service as of December 31, 1987.
3. Officials and employees who have rendered services for less than a quarter shall only receive the proportionate amount of the allowance, provided, that officials and employees who have rendered service for a fraction of a month shall be entitled to the allowance equivalent to one month, provided further, that officials and employees who are on leave without pay or absent without leave from their office shall not be entitled to the allowance for the corresponding period.
4. Detailed officials and employees in the central/regional offices shall be granted allowance equivalent to the period of their detail/assignment subject to a certification that they have not received similar allowance from their mother offices.
5. Officials and employees of the different district and city engineering offices shall receive the same allowance that will be granted to the personnel of the regional offices. The regional offices shall assist/help the district/city engineering offices in providing funds for the payment of the allowance.

J. NERY FERRER
Secretary

1-24-88