

0 " 165 " 2000

ADMINISTRATIVE ORDER NO. 225

DIRECTING ALL HEADS AND EMPLOYEES OF DEPARTMENTS AND AGENCIES TO IMPLEMENT THE MEMORANDUM OF UNDERTAKING FOR IMPROVED PUBLIC SERVICE

WHEREAS, the improvement in the quality and delivery of public services is a common goal of those who manage government as well as those who compose its rank-and-file;

WHEREAS, in line with the above objective, the government and representatives of government workers signed a Memorandum of Undertaking last 30 April 1991.

NOW, THEREFORE, I, CORAZON C. AQUINO, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

bc
SECTION 1. All departments/agencies to allow the monetization of leave credits equivalent to the annual vacation leave earned by a government employee, minus the mandatory five-day leave, in accordance with the guidelines jointly promulgated by the Civil Service Commission and the Department of Budget and Management.

SEC. 2. All government departments/agencies to designate a **Health and Welfare officer** who will be responsible for developing employee welfare programs within existing budgetary limits in consultation with the collective bargaining agent of all rank-and-file employees in said department/agency.

SEC. 3. The members of the government panel of the Public Sector Compensation Review Panel created in the Memorandum of Undertaking (MOU) shall be chaired by the Head, Presidential Management Staff and representatives from the Civil Service Commission (CSC), Department of Budget and Management (DBM), Department of Justice (DOJ), Department of Labor and Employment (DOLE) as members.

SEC. 4. The Presidential Management Staff shall be responsible to the Office of the President (OP) for implementing the government commitments specifically on the appointment of qualified rank-and-file government employees to government-owned and controlled corporations, the

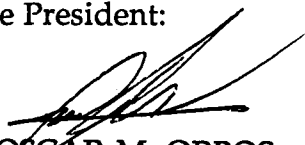
implementation of the program on Government Employees Cooperative as well as for monitoring the effective implementation of the Memorandum of Undertaking.

SEC. 5. All government employees are enjoined to observe and implement the commitments made by their representatives as embodied in the MOU.

DONE in the City of Manila, this 18th day of June, in the year of Our Lord, nineteen hundred and ninety-one.

Paragon b. Aquino

By the President:


OSCAR M. ORBOS
Executive Secretary

A MEMORANDUM OF UNDERTAKING
FOR IMPROVED PUBLIC SERVICE

- WHEREAS, the improvement in the quality, accessibility and delivery of public services is a common goal of those who manage government as well as those who compose its rank-and-file;
- WHEREAS, this common goal can be achieved in part by improving the compensation and other benefits of government workers;
- WHEREAS, the provision of these additional benefits signal the need for a greater resolve towards increased productivity and better discipline through improved working standards by all concerned;
- THEREFORE, those whose signatures are affixed to this Memorandum of Undertaking hereby pledge to fulfill the following commitments:

On the Part of Government

1. To exert all efforts towards the immediate enactment of a relief allowance for government employees effective January, 1991 in the amount of P7.2 billion and to endorse to Congress the formula submitted by the Compensation Review Panel in this regard, provided said formula conforms to the appropriation level of P7.2 B and covers all employees below Salary Grade 24.
2. To provide P10 million from the President's Social Fund as seed money toward a Government Employees' Cooperative, the mechanics of which are to be jointly established by the Presidential Management Staff and representatives of the Employee-signatories to this Undertaking;
3. To allow the monetization of leave credits equivalent to the annual vacation leave earned by a government employee, minus the mandatory five-day leave, the guidelines for which will be drawn up by DBM and CSC in consultation with the public sector unions within one month from signing of the MOU;
4. To form a Joint Council composed of representatives from the Office of the President and the Employee-signatories to this Undertaking which shall recommend the appointment of qualified rank-and-file government employees (after due consultation with local unions) to government-owned and controlled-corporations; and to formulate guidelines relative thereto;
5. To designate a health and welfare officer in every government department or agency who will be responsible for developing employee welfare programs within existing budgetary limits in consultation with the collective bargaining agent of all rank and file employees in said department or agency;

6. To set aside P50 M annually from the GSIS for availment as educational loans for government employees and their dependents; and
7. To maintain a mechanism for the review of compensation and other benefits of government workers as the need arises through the Public Sector Compensation Review Panel composed of representatives from CSC-registered government associations and a panel headed by the Office of the President, with the CSC, DBM, DOLE, DOF and DOJ as members.


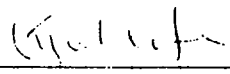
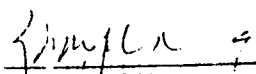
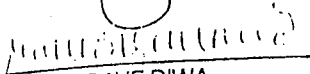
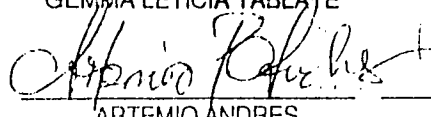

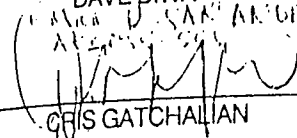
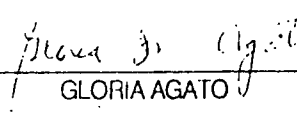
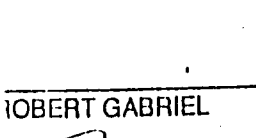
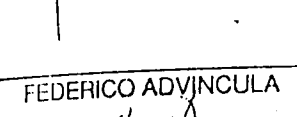

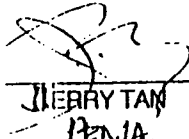
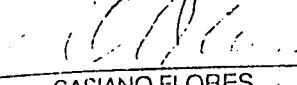
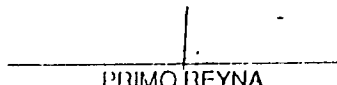
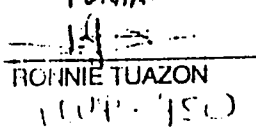
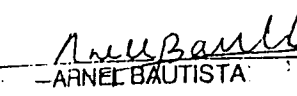
On the Part of Government Employees

1. To adhere to legal means of redressing grievances and avoid work stoppages that prejudice service delivery;
2. To improve government productivity by establishing with their individual office management mutually acceptable standards of output and performance as well as behavioral norms;
3. To strictly observe the Code of Conduct and Ethical Standards for Government Officials and Employees so that public perception of government and operational reality may be both congruent and positive;
4. To report and document instances of anomalies and irregularities whether fiscal or otherwise, and report these to the proper authorities;
5. To support government programs that improve the quality of life and accelerate service delivery to the underprivileged and the disadvantaged;
6. To observe political neutrality and non-partisanship in the delivery of vital services and in the process help assure clean and fair elections; and
7. To participate actively in the further development of government employees through responsible unionism.

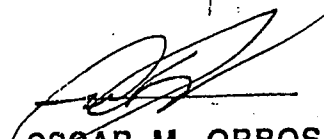
Disputes arising from this Memorandum of Undertaking shall be subject to conciliation, mediation and arbitration.

This Undertaking shall be in effect from May 1, 1991 to April 30, 1992.

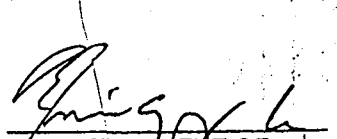

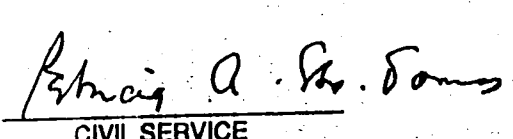

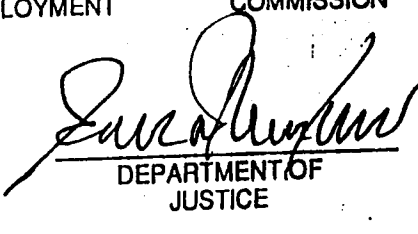
For the government employees :

 VICENTE RAMOS	 GEMMA LETICIA TABLATE	 ZENAIDA PIA
 DAVE DIWA	 ARTEMIO ANDRES	 LITA PAREN
 CRIS GATCHALIAN	 GLORIA AGATO	 ROBERT GABRIEL
 FEDERICO ADVINCULA	 YOLANDA VEGA	 JERRY TAN
 CASIANO FLORES	 PRIMO REYNA	 RONNIE TUAZON
 ARNEL BAUTISTA		

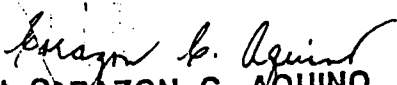
For the government :


OSCAR M. ORBOS
Executive Secretary

WITNESSED BY:

 DEPARTMENT OF BUDGET AND MANAGEMENT	 DEPARTMENT OF LABOR AND EMPLOYMENT	 CIVIL SERVICE COMMISSION
 DEPARTMENT OF FINANCE	 DEPARTMENT OF JUSTICE	

APPROVED :


President CORAZON C. AQUINO

Malacañang, Manila
30 April 1991