

# COMPENSATION PACKAGE

## CHAIRMAN and ADMINISTRATOR (SG-30)

### 1. MONTHLY SALARY AND ALLOWANCES:

Salary	Php	143,534.00
Personnel Economic Relief Allowance (PERA)		2,000.00
Representation Allowance (RA)		11,000.00
Transportation Allowance (TA)		*11,000.00

\*Not entitled to Transportation Allowance if Government Vehicle is provided

### 2. STATUTORY BENEFITS:

a. 13 <sup>th</sup> & 14 <sup>th</sup> Month Pay	One (1) month salary per year
b. Cash Gift	Php 5,000.00 per year
c. Clothing Allowance	Php 6,000.00 per year
d. Philhealth Coverage/Premium	Php 550.00 per month
e. GSIS Coverage/Premium	9% of basic pay
f. Pag-IBIG Coverage/Premium	Php 100.00 per month
g. Vacation Leave & Sick Leave	15 days VL & 15 days SL in a year
h. Special Leave Privilege (SLP)	3 days in a given year
i. Special Leave Benefits for Women	
j.1. Minor	Surgical procedures requiring a max period of recuperation of two (2) weeks
j.2. Major	Surgical procedures requiring a min period of recuperation of three (3) weeks to a max period of two (2) months
j. Maternity Leave	60 calendar days
k. Paternity Leave	7 working days
l. Parental Leave	7 working days granted to solo parent
m. Rehabilitation Leave (job connected injury)	Not to exceed six (6) months with pay
n. Study Leave	Not to exceed six (6) months with pay
o. Terminal Leave	Pursuant to Sec 40 of CSC MC No. 14, s. 1999, the Terminal Leave shall be computed as follows:
	<b>TLB = S x D x CF</b>
	Where: <b>TLB</b> – Terminal Leave Benefits
	<b>S</b> – Highest Monthly Salary Received
	<b>D</b> – No. of accumulated vacation and sick leave credits
	<b>CF</b> – Constant Factor is <b>0.0481927</b>
p. Special Emergency Leave (Natural Calamity/Disaster)	5 days (consecutive or staggered)
q. GSIS Pension Fund	Under RA 8291 (GSIS Act of 1997), a member who has reached at least 60 years of age with 15 years of service, shall be entitled to 5 years lump sum upon retirement and after 5 years, shall receive monthly pension for life. However, computation of benefits shall be based on actual retirement premium contribution paid and remitted to GSIS.
r. GSIS Retirement Gratuity Pay	Applies to employees who entered the government service on or before May 31, 1977 and who have 20 years of government service in the aggregate. Gratuity Law states benefits should be paid by last employer subject to availability of funds.

### 3. OTHER BENEFITS:

1. Housing Privileges	One (1) Unit Power/Electricity – maximum consumption Free (Php5,000.00 per month) Garbage Fee – free
2. MEDCAP (Medical Benefits)	Php 10,000.00 (effective January 1, 2005) annual medical benefits to employees and immediate dependents; Non-cumulative/non-commutative to cash; SBMA approved additional benefit

# COMPENSATION PACKAGE

## SENIOR DEPUTY ADMINISTRATOR (SG-29)

### 1. MONTHLY SALARY AND ALLOWANCES:

Salary	Php	128,467.00
Personnel Economic Relief Allowance (PERA)		2,000.00
Representation Allowance (RA)		10,000.00
Transportation Allowance (TA)		*10,000.00

\*Not entitled to Transportation Allowance if Government Vehicle is provided

### 2. STATUTORY BENEFITS:

a. 13 <sup>th</sup> Month Pay	One (1) month salary per year
b. 14 <sup>th</sup> Month Pay	One (1) month salary per year
c. Cash Gift	Php 5,000.00 per year
d. Clothing Allowance	Php 6,000.00 per year
e. Philhealth Coverage/Premium	Php 550.00 per month
f. GSIS Coverage/Premium	9% of basic pay
g. Pag-IBIG Coverage/Premium	Php 100.00 per month
h. Employee's Compensation	Php 100.00 per month
i. Vacation Leave & Sick Leave	15 days VL & 15 days SL in a year
j. Special Leave Privilege (SLP)	3 days in a given year
k. Special Leave Benefits for Women	
j.1. Minor	Surgical procedures requiring a max period of recuperation of two (2) weeks
j.2. Major	Surgical procedures requiring a min period of recuperation of three (3) weeks to a max period of two (2) months
l. Maternity Leave	60 calendar days
m. Paternity Leave	7 working days
n. Parental Leave	7 working days granted to solo parent
o. Rehabilitation Leave (job connected injury)	Not to exceed six (6) months with pay
p. Study Leave	Not to exceed six (6) months with pay
q. Terminal Leave	Pursuant to Sec 40 of CSC MC No. 14, s. 1999, the Terminal Leave shall be computed as follows:
	<b>TLB = S x D x CF</b>
	Where: <b>TLB</b> – Terminal Leave Benefits
	<b>S</b> – Highest Monthly Salary Received
	<b>D</b> – No. of accumulated vacation and sick leave credits
	<b>CF</b> – Constant Factor is <b>0.0481927</b>
r. Special Emergency Leave (Natural Calamity/Disaster)	5 days (consecutive or staggered)
s. GSIS Pension Fund	Under RA 8291 (GSIS Act of 1997), a member who has reached at least 60 years of age with 15 years of service, shall be entitled to 5 years lump sum upon retirement and after 5 years, shall receive monthly pension for life. However, computation of benefits shall be based on actual retirement premium contribution paid and remitted to GSIS.
t. GSIS Retirement Gratuity Pay	Applies to employees who entered the government service on or before May 31, 1977 and who have 20 years of government service in the aggregate. Gratuity Law states benefits should be paid by last employer subject to availability of funds.

### 3. OTHER BENEFITS:

1. Housing Privileges	One (1) Unit Free Power/Electricity (Php5000 per month) Garbage Fee – free
2. MEDCAP (Medical Benefits)	Php 10,000.00 (effective January 1, 2005) annual medical benefits to employees and immediate dependents; Non-cumulative/non-commutative to cash; SBMA approved additional benefit

# COMPENSATION PACKAGE

## DEPUTY ADMINISTRATOR (SG-28)

### 1. MONTHLY SALARY AND ALLOWANCES:

Salary	Php	114,981.00
Personnel Economic Relief Allowance (PERA)		2,000.00
Representation Allowance (RA)		9,000.00
Transportation Allowance (TA)		*9,000.00

\*Not entitled to Transportation Allowance if Government Vehicle is provided

### 2. STATUTORY BENEFITS:

a. 13th Month Pay	One (1) month salary per year
b. 14 <sup>th</sup> Month Pay	One (1) month salary per year
c. Cash Gift	Php 5,000.00 per year
d. Clothing Allowance	Php 6,000.00 per year
e. Philhealth Coverage/Premium	Php 550.00 per month
f. GSIS Coverage/Premium	9% of basic pay
g. Pag-IBIG Coverage/Premium	Php 100.00 per month
h. Employee's Compensation	Php 100.00 per month
i. Vacation Leave & Sick Leave	15 days VL & 15 days SL in a year
j. Special Leave Privilege (SLP)	3 days in a given year
k. Special Leave Benefits for Women	
j.1. Minor	Surgical procedures requiring a max period of recuperation of two (2) weeks
j.2. Major	Surgical procedures requiring a min period of recuperation of three (3) weeks to a max period of two (2) months
l. Maternity Leave	60 calendar days
m. Paternity Leave	7 working days
n. Parental Leave	7 working days granted to solo parent
o. Rehabilitation Leave (job connected injury)	Not to exceed six (6) months with pay
p. Study Leave	Not to exceed six (6) months with pay
q. Terminal Leave	Pursuant to Sec 40 of CSC MC No. 14, s. 1999, the Terminal Leave shall be computed as follows:
	<b>TLB = S x D x CF</b>
	Where: <b>TLB</b> – Terminal Leave Benefits
	<b>S</b> – Highest Monthly Salary Received
	<b>D</b> – No. of accumulated vacation and sick leave credits
	<b>CF</b> – Constant Factor is <b>0.0481927</b>
r. Special Emergency Leave (Natural Calamity/Disaster)	5 days (consecutive or staggered)
s. GSIS Pension Fund	Under RA 8291 (GSIS Act of 1997), a member who has reached at least 60 years of age with 15 years of service, shall be entitled to 5 years lump sum upon retirement and after 5 years, shall receive monthly pension for life. However, computation of benefits shall be based on actual retirement premium contribution paid and remitted to GSIS.
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### 3. OTHER BENEFITS:

1. Housing Privileges	One (1) Unit Free Power/Electricity (Php5000 per month) Garbage Fee – free
2. MEDCAP (Medical Benefits)	Php 10,000.00 (effective January 1, 2005) annual medical benefits to employees and immediate dependents; Non-cumulative/non-commutative to cash; SBMA approved additional benefit

# COMPENSATION PACKAGE

## DEPARTMENT HEAD / MANAGER (SG-26)

### 1. MONTHLY SALARY AND ALLOWANCES:

Salary	Php	92,108.00
Personnel Economic Relief Allowance (PERA)		2,000.00
Representation Allowance (RA)		8,500.00
Transportation Allowance (TA)		*8,500.00

\*Not entitled to Transportation Allowance if Government Vehicle is provided

### 2. STATUTORY BENEFITS:

a. 13th Month Pay	One (1) month salary per year
b. 14 <sup>th</sup> Month Pay	One (1) month salary per year
c. Cash Gift	Php 5,000.00 per year
d. Clothing Allowance	Php 6,000.00 per year
e. Philhealth Coverage/Premium	Php 550.00 per month
f. GSIS Coverage/Premium	9% of basic pay
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h. Employee's Compensation	Php 100.00 per month
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j.1. Minor	Surgical procedures requiring a max period of recuperation of two (2) weeks
j.2. Major	Surgical procedures requiring a min period of recuperation of three (3) weeks to a max period of two (2) months
l. Maternity Leave	60 calendar days
m. Paternity Leave	7 working days
n. Parental Leave	7 working days granted to solo parent
o. Rehabilitation Leave (job connected injury)	Not to exceed six (6) months with pay
p. Study Leave	Not to exceed six (6) months with pay
q. Terminal Leave	Pursuant to Sec 40 of CSC MC No. 14, s. 1999, the Terminal Leave shall be computed as follows:
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### 3. OTHER BENEFITS:

1. Housing Privileges	One (1) Unit Free Power/Electricity (Php 5000 per month) Garbage Fee – free
2. MEDCAP (Medical Benefits)	Php 10,000.00 (effective January 1, 2005) annual medical benefits to employees and immediate dependents; Non-cumulative/non-commutative to cash; SBMA approved additional benefit