

[DBM BUDGET CIRCULAR NO. 2000-19, December 15, 2000]

GUIDELINES ON THE GRANT OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) SIGNING BONUS

1.0 Background

1.1 Executive Order No 180 dated June 1, 1987 and Chapter 6, Title 1. Book V of Executive Order No. 292 (Administrative Code of 1987) dated July 25, 1987, authorize all employees of the government including those in GOCCs with original charters, to form, join or assist employees' organization of their own choosing for the furtherance and protection of their interests

1.2 Pursuant to the above issuances, the Public Sector Labor-Management Council (PSLMC) was created chaired by the Civil Service Commission Chairman and vice-chaired by the Secretary of Labor and Employment, with the Secretaries of Budget and Management, Finance, and Justice as members

1.3 The Council is tasked to implement and administer the requirements of pertinent laws, and promulgate the necessary rules and regulations to promote the right of government employees to self-organization. The PSLMC for this purpose issued Resolution No. 1 dated July 20, 1999, providing for the conditional grant of CNA signing bonus to government personnel

2.0 Purpose

This Circular is being issued to prescribe the rules and regulations on the grant of CNA signing bonus pursuant to the said PSLMC Resolution No. 1.

3.0 Governing Principle

CNA signing bonus is granted as a reward to the rank-and-file employees for their successful efforts in forging unity, cooperation and organization within their ranks to protect and further their interests at the same time fostering alliance/partnership with management for a well-organized/operated agency.

4.0 Coverage

All rank-and-file employees of the government, whether permanent, temporary, contractual, casual or emergency in nature, on full time or part-time, who:

4.1 Have rendered at least a total six (6) months service including leaves of absence with pay in NGAs, GOCCs, GFIs and LGUs within one year immediately preceding the date of the signing/ratification of the CNAs of their respective agencies; and

4.2 Who are still employed in the same agency as of the signing of its CNA.

5.0 Exemptions

5.1 High level government personnel whose functions are normally considered policy-making or managerial, or whose duties are highly confidential in nature or those higher than division chiefs

5.2 Individuals whose services are hired not as part of the regular workforce and such hiring bears no employee-employer relationship like consultants and experts, contract workers hired on piecework basis (pakiao workers); student laborers and apprentices; and others similarly situated.

5.3 In the local governments, those occupying position with the rank of Assistant Department Head and above.

6.0 Definition of Terms

Rank-and-File Employees - refers to the employees of the government with the rank of division chief and below.

Collective Negotiation Agreement - refers to the written agreement entered into by the employee organization with the management, stipulating the terms and conditions of employment or improvements not fixed by law in accordance with EO 180.

Employee Organization - refers to an association or body of rank and file employees organized to further and safeguard their rights and interests with respect to working conditions, rights, privileges, and other employee concerns.

Duly Registered Employee Organization - refers to the employee organization duly registered with the Department of Labor and Employment and the Civil Service Commission in accordance with EO 180.

Duly Recognized Employee Organization - refers to employee organization accorded voluntary recognition by the Department of Labor and Employment through its Bureau of Labor Relations, in accordance with EO 180 cited above.

7.0 Rules and Regulations

7.1 The CNA signing bonus may be granted at a rate not exceeding P5,000 per personnel, provided that:

7.1.1 The government entity concerned has a duly registered and recognized employee organization;

7.1.2 A CNA has been duly ratified/approved by both the management and the registered and recognized employee organization;

7.1.3 Funding requirements has been provided as follows: