

[DBM BUDGET CIRCULAR NO. 16, November 26, 1998]

GRANT OF AMELIORATION ASSISTANCE (AA) TO ALL GOVERNMENT PERSONNEL

1. Purpose

This Circular is issued to amplify and clarify the implementation of the grant of AA to all personnel of the national government, government owned-and-controlled corporations, government financial institutions and local government units as authorized under Administrative Order (AO) No. 37 dated November 21, 1998.

2. Coverage

The coverage of AO No. 37 includes government personnel who are under the following circumstances from January 1, 1998 to the date of payment of AA in the agency as directed/approved by the agency head concerned:

- 2.1 those who have rendered at least a total of four (4) months of service including leaves of absence with pay;
- 2.2 those who are on approved leave without pay but have rendered at least a total of four (4) months of service; and
- 2.3 those who have rendered less than four (4) months of service, but only on a pro-rated basis.

3. Exemptions

All government personnel under the following instances from January 1, 1998 to the date of payment of AA in the agency as directed/approved by the agency head concerned shall not be entitled to AA:

- 3.1 those who are meted penalties for work-connected offenses in FY 1998;
 - 3.1.1 In this regard, if the penalty meted out to an employee is only a reprimand, such penalty is not one that can be made as basis of disqualification to receive the said benefit.
- 3.2 those who are Absent Without Leave (AWOL);
- 3.3 those under service contracts such as consultants or experts who are hired for a limited period to perform specific activities or services with expected outputs including student laborers, apprentices, laborers of contracted projects, mail contractors, those paid by piecework basis and