

**[ DBM-DECS JOINT CIRCULAR NO. 3, S. 2000,  
October 30, 2000 ]**

**PAY OF ELEMENTARY AND SECONDARY SCHOOL PRINCIPALS**

*1.0 Purpose*

Pursuant to Section 17 of the Special Provisions of DECS under Republic Act No. 8760, the General Appropriations Act for CY 2000, the following rules and regulations are hereby promulgated to implement the equalization in pay of elementary and secondary school principals.

*2.0 Coverage*

All incumbents of itemized positions of Elementary School Principal under DECS, including those in ARMM-DECS.

*3.0 Definition of Terms*

3.1 The herein pay equalization shall involve the upgrading of the salary grade allocation of Elementary School Principal items by two (2) grades to be at par with Secondary School Principal positions.

3.2 The present salary of an incumbent for purposes of this Circular shall mean the actual salary rate received as of October 31, 2000 for purposes of the adjustment effective November 1, 2000, and as of December 31, 2000 for purposes of the adjustment effective January 1, 2001, exclusive of Personnel Economic Relief Allowance (PERA), Additional Compensation (ADCOM), year-end bonus and cash gift and any form of compensation outside of basic salary but inclusive of transition allowance.

3.3 Transition allowance shall mean the excess of the actual salary over the eighth step of the present salary grade allocation of the incumbent.

*4.0 Pay Equalization (Attachment A)*

The salary grade allocation of Elementary School Principal positions is hereby modified to bring them at par with Secondary School Principal positions. The implementation of the herein upgrading shall be done in two phases, as follows:

4.1 Effective November 1, 2000 — Initial one (1) salary grade increase, adopting the Salary Schedule prescribed under National Budget Circular (NBC) No. 468 (Attachment B \* );

4.2 Effective January 1, 2001 — A further one (1) salary grade increase.

*5.0 Compensation Rules*

5.1 For purposes of the salary increases herein authorized, the basic salary shall be adjusted as follows:

5.1.1 Effective November 1, 2000 — at the same salary step of his assigned salary grade as of October 31, 2000 (Illustrative Example A);

5.1.2 Effective January 1, 2001 — at the same salary step of his assigned salary grade as of December 31, 2000 (Illustrative Example A).

5.2 The herein salary increases shall be effected through the issuance of a Notice of Salary Adjustment (NOSA) by the duly authorized official (Attachment C).

#### *6.0 Funding Source*

Funding requirement for initial implementation shall be sourced from the pooled savings of all DECS Regional Offices/Schools Divisions. In case of insufficiency of funds, the salary increases prescribed herein shall be partially implemented, provided that any partial implementation shall be uniform and proportionate for all positions concerned department-wide. In the case of ARMM-DECS, the accruing costs shall be sourced from their own savings.

Beginning FY 2001 and thereafter, funds shall be provided to ensure full implementation of the herein adjustments.

#### *7.0 Contributions*

The salary adjustments herein authorized are subject to the mandatory requirements of GSIS life and retirement insurance premiums, and Home Development Mutual Fund (HDMF) contribution, if the recipient is a member of the GSIS and HDMF, pursuant to RA 660 and CA 186 with respect to retirement and life insurance premiums.

#### *8.0 Savings Clause*

Conflicts arising from the implementation of this Circular shall be resolved by DECS, upon prior consultation with DBM.

#### *9.0 This Circular shall take effect immediately.*

Adopted: 30 Oct. 2000

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*Secretary*  
*Department of Education, Culture and Sports*

(SGD.) BENJAMIN E. DIOKNO  
*Secretary*  
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ATTACHMENT "A"

Schedule of Salary Upgrading Implementing the Pay Equalization of Elementary and Secondary School Principals