

[DBM CIRCULAR NO. 13, October 15, 1997]

AMPLIFYING AND CLARIFYING THE IMPLEMENTATION OF THE GRANT OF AMELIORATION ASSISTANCE TO ALL GOVERNMENT PERSONNEL

1. Purpose

This Circular is issued to amplify and clarify the implementation of the grant of Amelioration Assistance to all personnel of the national government, government-owned and-controlled corporations, government financial institutions and local government units as authorized under Administrative Order No. 365 dated October 10, 1997.

2. Coverage

The coverage of Administrative Order No. 365 is hereby amplified to include government personnel who are under the following circumstances from January 1, 1997 to the date of payment of Amelioration Assistance 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.

3. Exemptions

The exemption on the grant of Amelioration Assistance as provided under Administrative Order No. 365 is hereby expanded to include government personnel under the following instances from January 1, 1997 to the date of payment of Amelioration Assistance in the agency as directed/approved by the agency head concerned:

- 3.1 those with pending cases until exonerated, viz.:
 - 3.1.1 when under preventive suspension;
 - 3.1.2 when formally charged in administrative cases i.e. their offices have found, after preliminary investigation, that a prima facie case exists against them and the requisite written formal charge has been issued by the disciplining authority;