



Republic of the Philippines  
**Department of Education**

Department of Education  
DIVISION OF CAVITE  
27 MAR 15 2016  
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RECORDS SECTION

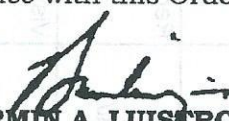
10 MAR 2016

DepEd ORDER  
No. **12**, s. 2016

**IMPLEMENTATION OF THE FIRST TRANCHE COMPENSATION ADJUSTMENT  
FOR CIVILIAN PERSONNEL, AND MILITARY AND UNIFORMED PERSONNEL  
IN THE NATIONAL GOVERNMENT**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary Schools Heads  
All Others Concerned

1. For the information and guidance of all concerned, enclosed are copies of Department of Budget and Management (DBM) National Budget Circular No. 562 dated February 24, 2016 prescribing the guidelines, rules and regulations for the implementation of the **First Tranche Compensation Adjustment for Civilian Personnel, and Military and Uniformed Personnel in the National Government**, and Executive Order No. 201, s. 2016 entitled *Modifying the Salary Schedule for Civilian Government Personnel and Authorizing the Grant of Additional Benefits for Both Civilian and Military and Uniformed Personnel*.
2. The effectivity of the compensation adjustments authorized for civilian personnel, and military and uniformed personnel shall retroact on **January 1, 2016**.
3. To facilitate payment of the subject compensation adjustment, Regional Directors and the Chief Administrative Officers of the Regional Finance Division shall closely coordinate with their DBM counterparts on the early release of funds necessary for the purpose.
4. Likewise, it is directed that the preparation, including the issuance to the personnel concerned, copy furnished the Government Service Insurance System (GSIS), of Notices of Salary Adjustments (NOSAs), be made immediately. The NOSAs are to be approved by:
  - a. Undersecretary for Finance and Administration – for Central Office personnel;
  - b. Regional Director – for Regional Office personnel; and
  - c. Schools Division Superintendents – for Schools Division Office and school personnel.
5. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

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TO: Assistant Schools Division Superintendent  
OIC, Office of the Assistant Schools Division Superintendent  
Chiefs CID/SGOD  
Public Schools District Supervisors  
Elementary & Secondary School Heads

March 21, 2016

FOR YOUR INFORMATION, AND GUIDANCE OF ALL CONCERNED.

  
**CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent