

Code (P&P)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity			Estimated Budget (PUP)			Remarks (brief description of Project)		
					Advertisement /Posting of I/R/E	Submission/ Opening of Bids	Notice of Award	Contract Signing	Source of Funds	Total		MOOE	CO
50212030/797	Security Services for CY 2023	ADMIN	YES	Competitive Bidding	Nov-22	Nov-22			Corporate Budget	3,200,000.00	3,200,000.00		Board Resolution No.74 Series of 2022
<b>TOTAL BUDGET:</b>										<b>3,200,000.00</b>			

Prepared By:

Alberto X. RAZA  
PAC Secretary

Check and Verified By:

Marjorie M. Esando  
BAC Chairperson

Onalisa Felicias  
BAC Vice Chairperson

Bernardito A. Rivero  
BAC Member

Justin Michael B. Berango  
PAC Member

Review and Recommended By:

Emier C. Marcelo  
BAC Member

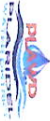
Lizandro Santos  
BAC Member

Judy Ann D. Mandel  
Corporate Budget Officer C

Mario S. Macatangay  
Interim General Manager

Approved By:

Nathaniel Andres S. Bernabe Jr.  
Head of Procuring Entity



**INDICATIVE PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)  
CY 2023**

END-USER/UNIT : **ADMIN DIVISION**  
**Charged to CORPORATE OPERATING BUDGET**  
Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
80212030/797	Security Services for CY 2023		3,200,000.00	Competitive Bidding	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67	265,666.67

TOTAL BUDGET: 3,200,000.00

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:

**LORRAINE TRICIA JANE R. JUGUITON**  
Clerk Professor C

Submitted By:

**JUSTIN MICHAEL B. BERANGO**  
Division Manager, Administrative



# PLARIDEL WATER DISTRICT

At. Reyes St., Poblacion, Plaridel, Bulacan 3001  
Tel. Nos. (044) 795-0102 / 795-1613; Fax No. (044) 760-0229  
Email Address: plaridel\_water\_district1987@yahoo.com  
Website: plaridelwaterdistrict.ph



## RESOLUTION NO. 74 Series of 2022

### RESOLUTION APPROVING THE ADVANCE PROCUREMENT OF THE PLARIDEL WATER DISTRICT'S (PLAWD) SECURITY SERVICES AMOUNTING TO THREE MILLION TWO HUNDRED THOUSAND PESOS (PHP3,200,000.00) TO BE CHARGED AGAINST THE PLAWD'S ANNUAL BUDGET FOR FY 2023

**WHEREAS**, the Plaridel Water District (PLAWD) is in need of security services for the purpose of safeguarding and protecting the personnel, properties, equipment, installations, and premises located in Plaridel, Bulacan from unlawful and/or criminal acts by strangers or third parties;

**WHEREAS**, included in the PLAWD's Annual Procurement Plan (APP) for the fiscal year (FY) 2022 is Security Services (Item Code 50212030/797) wherein the amount allocated for it is Two Million Six Hundred Thousand Pesos (Php2,600,000.00);

**WHEREAS**, the Department of Labor and Employment Wage Order No. RBIII-23 mandates the new daily minimum wage rates in Region III will take effect on 01 January 2023, the said wage order includes the Province of Bulacan;

**WHEREAS**, after a failed bidding, the Technical Working Group recommended that the Approved Budget for the Contract (ABC) of Security Services be increased in order to meet the living minimum wage as mandated by law;

**WHEREAS**, the Bids and Awards Committee (BAC) in its Resolution No. 2022-059 dated 27 September 2022 formally recommended that the security services be procured immediately through another public bidding after PLAWD has revisited the cost estimate for the service;

**WHEREAS**, the Board of Directors (BOD) approved the aforesaid BAC recommendation through BOD Resolution No. 70 series of 2022 dated 06 October 2022;

**WHEREAS**, after a careful evaluation of the pertinent issuances and cost distribution, there is a need to increase the ABC of Security Services, this way, the service provider shall pay its personnel not less than the minimum wage and shall comply with all existing labor laws, i.e., minimum wage, allowable deductions, cost of living allowance, 13<sup>th</sup> month pay, service incentive leave pay, overtime pay, night differential pay, public holiday pay, retirement benefits, SSS, PHILHEALTH, PAG-IBIG, and other mandatory benefits as provided by law;

**WHEREAS**, the Management formally recommended approving the advance procurement of PLAWD's Security Services amounting to Three Million Two Hundred Thousand Pesos (Php3,200,000.00) to be charged against the PLAWD's Annual Budget for FY 2023;

**NOW, THEREFORE, BE IT RESOLVED**, as it is **HEREBY RESOLVED**, do hereby approve the advance procurement of the Plaridel Water District's (PLAWD) Security Services amounting to Three Million Two Hundred Thousand Pesos (Php3,200,000.00) to be charged against the PLAWD's Annual Budget for the fiscal year 2023.

APPROVED this 17<sup>th</sup> day of October 2022.



**NATHANAEL ANDRES S. BERNABE, JR.**  
Chairperson



**ENGR. RAINIER P. PATAWI**  
Vice-Chairperson



**ATTY. REYNALDO F. PARIS**  
Secretary



**NANCY C. DELA CRUZ**  
Director



**AMIRA DE LEON ARROYO**  
Director



**PLARIDEL WATER DISTRICT**

<b>FROM THE OFFICE OF THE GENERAL MANAGER</b>		<b>FOR CONSIDERATION OF THE BOARD OF DIRECTORS</b>	
SUBJECT: Advance Procurement of Security Services <b>FY 2023</b>		DATE 14 October 2022	

**BACKGROUND**

Plaridel Water District (PLAWD) is in need of security services for the purpose of safeguarding and protecting the personnel, properties, equipment, installations and premises located in Plaridel, Bulacan from unlawful and/or criminal acts by strangers or third parties. Included in Plaridel Water District Annual Procurement Plan for FY 2022 is Security Services (Item Code 50212030/797). The amount allocated is Two Million Six Hundred Thousand Pesos (PhP2,600,000.00).

The DOLE Wage Order No. RBIII-23 mandates the new daily minimum wage rates in Region III, which included the Province of Bulacan, will take effect on January 1, 2023.

After a failed bidding, the Technical Working Group (TWG) recommended that the Approved Budget for Contract (ABC) of Security Services be increased from PhP2,600,000.00 to PhP3,200,000.00 in order to meet the living minimum wage as mandated by law. Further, the Bids and Awards Committee (BAC) in its Resolution No. 2022-059 dated 27 September 2022 formally recommended that the security services be procured immediately through another public bidding after PLAWD has revisited the cost estimate for the service. The Board of Directors adopted the recommendation of the BAC in its BOD Resolution No. 70 series of 2022.

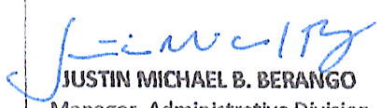
**JUSTIFICATION**

After a careful evaluation of the pertinent issuances and cost distribution there is a need to increase the Approved Budget for Contract (ABC) for Security Services from PhP2,600,000.00 to PhP3,200,000.00. This way, the service provider shall pay its personnel not less than the minimum wage, and shall comply with all existing labor laws, i.e. minimum wage, allowable deductions, cost of living allowance, 13th month pay, service incentive leave pay, overtime pay, night differential pay, public holiday pay, retirement benefits, Social Security Services (SSS), PHILHEALTH, PAG-IBIG and other mandatory benefits as provided by law.

Consequently, there is a need to approve the advance procurement of security services amounting to Three Million Two Hundred Thousand Pesos (PhP3,200,000.00) to be charged against the Annual Budget for FY 2023.

**RECOMMENDATION**

It is therefore recommended that the Board of Directors approve the advance procurement of security services amounting to Three Million Two Hundred Thousand Pesos (PhP3,200,000.00) to be charged against the Annual Budget for FY 2023.

REQUESTED BY:   <b>JUSTIN MICHAEL B. BERANGO</b> Manager, Administrative Division	RECOMMENDING APPROVAL:   <b>ENGR. MARIO G. MACATANGAY</b> Interim General Manager	BOARD'S ACTION	Approved
		RESOLUTION NO.	79, s. 2022
		DATE CONSIDERED	17 October 2022
		DATE RELEASED	17 October 2022

Code	Project	Phase	Activity	Start Date	End Date	Account	Amount	Balance	Account	Amount	Balance	Account	Amount	Balance	Account	Amount	Balance	Account	Amount	Balance
5021030/799	Consultancy	Admin	NO	1/1/00	31/12/00	5021030/799	1000000	1000000	5021030/799	1000000	1000000	5021030/799	1000000	1000000	5021030/799	1000000	1000000	5021030/799	1000000	1000000
5021030/797	Security Services	Admin	NO	1/1/00	31/12/00	5021030/797	1000000	1000000	5021030/797	1000000	1000000	5021030/797	1000000	1000000	5021030/797	1000000	1000000	5021030/797	1000000	1000000
5029930/783	Representation Expenses	Admin	NO	1/1/00	31/12/00	5029930/783	1000000	1000000	5029930/783	1000000	1000000	5029930/783	1000000	1000000	5029930/783	1000000	1000000	5029930/783	1000000	1000000
5029990/884	Other Maintenance and Operating Expenses	Admin	NO	1/1/00	31/12/00	5029990/884	1000000	1000000	5029990/884	1000000	1000000	5029990/884	1000000	1000000	5029990/884	1000000	1000000	5029990/884	1000000	1000000
50201020/975	Interest Expense	Admin	NO	1/1/00	31/12/00	50201020/975	1000000	1000000	50201020/975	1000000	1000000	50201020/975	1000000	1000000	50201020/975	1000000	1000000	50201020/975	1000000	1000000
50210030/883	Extraordinary and Miscellaneous Expenses	Admin	NO	1/1/00	31/12/00	50210030/883	1000000	1000000	50210030/883	1000000	1000000	50210030/883	1000000	1000000	50210030/883	1000000	1000000	50210030/883	1000000	1000000
50201010/751	Traveling Expenses Local	Admin	NO	1/1/00	31/12/00	50201010/751	1000000	1000000	50201010/751	1000000	1000000	50201010/751	1000000	1000000	50201010/751	1000000	1000000	50201010/751	1000000	1000000
2020010/753	Training Expenses	Admin	NO	1/1/00	31/12/00	2020010/753	1000000	1000000	2020010/753	1000000	1000000	2020010/753	1000000	1000000	2020010/753	1000000	1000000	2020010/753	1000000	1000000

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## WAGE ORDER NO. RBIII-23

### PROVIDING FOR A MINIMUM WAGE INCREASE IN REGION III

**WHEREAS**, the Regional Tripartite Wages and Productivity Board III (“Board”) is mandated under *Republic Act No. 6727, otherwise known as “The Wage Rationalization Act”*, to periodically assess wage rates and conduct continuing studies in the determination of the minimum wage applicable in the region, province, or industry;

**WHEREAS**, the current Wage Order No. RBIII-22 took effect on 01 January 2020;

**WHEREAS**, the Board received on 22 February 2022 a petition filed by the Solidarity of Unions in the Philippines for Empowerment and Reforms (“SUPER”), seeking a Seven Hundred Fifty Pesos (Php750.00) per day minimum wage rate for all minimum wage workers in the private sector in Region III;

**WHEREAS**, the Board received on 16 March 2022 a petition filed by the Central Luzon Workers for Wage Increase (“CLWWI”) seeking a minimum wage rate of Seven Hundred Fifty Pesos (Php750.00) per day of work in Region III;

**WHEREAS**, the Board received on 04 April 2022 a petition filed by the Association of Minimum Wage Earners and Advocates-Philippine Trade and General Workers Organization (“AMWEA-PTGWO”), seeking a Nine Hundred Twenty Pesos (Php920.00) per day minimum wage rate, located in the discussion portion of the petition, for all minimum wage earners in the region. It should be noted that AMWEA-PTGWO, in the title of its Petition, asked for an increase in the National Capital Region. Moreover, neither Central Luzon nor Region III were mentioned clearly and expressly in the relief sought for in the said Petition;

**WHEREAS**, the Board received on 19 April 2022 a petition filed by the Trade Union Congress of the Philippines (“TUCP”), seeking an Eight Hundred Twenty Pesos (Php820.00) per day minimum wage rate for all minimum wage earners in Region III;

**WHEREAS**, the petitions filed by CLWWI and AMWEA-PTGWO, were dismissed for failure to submit lacking documents within the period provided for under the *Omnibus Rules on Minimum Wage Determination*, despite due notice to comply. Moreover, in the case of AMWEA-PTGWO, the Board failed to acquire jurisdiction due to the former failing to make the necessary correction in its Petition despite due notice. The caption of the Petition filed by AMWEA-PTGWO states; “*Petition to Increase the Minimum Wage in the National Capital Region by P500.00 Across-the-Board for All Covered Minimum Wage Earners*”. Moreover, Central Luzon or Region III was not even mentioned in the relief sought by AMWEA-PTGWO in its prayer. Nonetheless, CLWWI and AMWEA-PTGWO were still duly invited by the Board to attend and participate in the public hearings in Region III;

**WHEREAS**, the TUCP petition was received by the Board after the latter’s publication of the Notice of Public Hearing. Hence, the TUCP petition was not included in the publication. Nonetheless, the TUCP petition was presented for discussion during the public hearings conducted, and the TUCP was invited to the said public hearings;

**WHEREAS**, after due notice to all stakeholders, the Board conducted the following public hearings to assess and determine the propriety of issuing a new Wage Order:

<b>Date</b>	<b>Stakeholder</b>	<b>Venue</b>
20 April 2022	Pampanga	San Fernando, Pampanga
22 April 2022	Bulacan	Malolos, Bulacan
26 April 2022	Bataan	Abucay, Bataan
27 April 2022	Zambales	Subic Bay Freeport Zone, Zambales
05 May 2022	Aurora	Baler, Aurora
11 May 2022	Tarlac	Tarlac City, Tarlac
12 May 2022	Nueva Ecija	Cabanatuan City, Nueva Ecija

**WHEREAS**, SUPER and TUCP were called during the public hearings to present their views, evidence, as well as their witnesses, in support of their petition. SUPER and TUCP, in two (2) separate public hearings, presented their petitions;

**WHEREAS**, all the attendees, concerned organizations, stakeholders, and interested groups who stand to be directly affected by the Board’s action, were given the widest opportunity to be heard during the public hearings conducted in Region III.



**WHEREAS**, in setting the minimum wage, the Board considered the criteria under *Republic Act No. 6727*, as well as the guidelines on the *Two-Tiered Wage System*;

**WHEREAS**, after a thorough review and evaluation of the existing socio-economic conditions in Region III, the following findings were established:

- a. The Consumer Price Index (“CPI”) in Region III increased to 115.40 in April 2022 from 105.30 in January 2020;
- b. The inflation rate in Region III accelerated to 6 percent (6%) in April 2022; and
- c. The 2018 poverty threshold in Region III for an average family size of five (5) is in the amount of Three Hundred Sixty-Nine Pesos (Php369.00).

**WHEREAS**, during the deliberation process, the Board considered the prevailing socio-economic conditions in Region III and its provinces, positions of all interested parties, results of the public hearings, capacity of the employers to pay, needs of workers and their families, and productivity of business enterprises;

**WHEREAS**, the Board deemed it just and equitable to increase the daily minimum wage, considering the amount needed to restore the purchasing power of the workers’ wages and the poverty threshold in Region III;

**NOW THEREFORE**, by virtue of the power and authority vested under *Republic Act No. 6727*, the Regional Tripartite Wages and Productivity Board III hereby issues this Wage Order.

Section 1. **Amount of Increase.** Upon effectivity of this Wage Order, minimum wage earners in the private sector in Region III shall receive the amount of **FORTY PESOS (Php40.00)** increase in the basic wage per day, to be given in two (2) tranches as follows:

- a. **Php30.00** per day upon effectivity of this Wage Order
- b. **Php10.00** per day effective 01 January 2023

Section 2. **New Minimum Wage Rates.** The new daily minimum wage rates in Region III shall be as follows:

Sector/Industry	Provinces of BATAAN, BULACAN, NUEVA ECIJA, PAMPANGA, TARLAC, ZAMBALES					Province of AURORA				
	MW under W.O. No. RBIII-22	Wage Increase	New Minimum Wage	Wage Increase	New Minimum Wage	MW under W.O. No. RBIII-22	Wage Increase	New Minimum Wage	Wage Increase	New Minimum Wage
		upon effectivity		January 1, 2023			upon effectivity		January 1, 2023	
<b>Non-Agriculture</b>										
Establishments with 10 or more workers	P420.00	P30.00	P450.00	P10.00	P460.00	P369.00	P30.00	P399.00	P10.00	P409.00
Establishments with less than 10 workers	P413.00	P30.00	P443.00	P10.00	P453.00					
<b>Agriculture</b>										
Plantation	P390.00	P30.00	P420.00	P10.00	P430.00	P354.00	P30.00	P384.00	P10.00	P394.00
Non-Plantation	P374.00	P30.00	P404.00	P10.00	P414.00	P342.00	P30.00	P372.00	P10.00	P382.00
<b>Retail / Service</b>										
Establishments with 10 or more workers	P409.00	P30.00	P439.00	P10.00	P449.00	P304.00	P30.00	P334.00	P10.00	P344.00
Establishments with less than 10 workers	P395.00	P30.00	P425.00	P10.00	P435.00					

Section 3. **Basis of Minimum Wage Rates.** The minimum wage rates prescribed under this Order shall be for the normal working hours which shall not exceed eight (8) hours of work a day.

Section 4. **Covered.** The wage increase prescribed herein shall apply to all minimum wage earners in the private sector within Region III, regardless of their position, designation or status, and irrespective of the method by which their wages are paid.

Section 5. **Penal Provision.** Any person, corporation, trust, firm, partnership, association or entity who refuses or fails to pay the prescribed increase shall be dealt with pursuant to the provisions of *Section 12 of Republic Act No. 6727, as amended by Republic Act No. 8188.*

Section 6. **Effectivity.** This Wage Order shall take effect after fifteen (15) days from its publication in a newspaper of general circulation.

**APPROVED** this 30th day of May, 2022 at the City of San Fernando,  
Pampanga, Philippines.

**(sgd.) FLORDELIZA MARIA C. REYES-RAYEL**  
Board Member  
Employers' Sector

**(sgd.) MARCO D. NEPOMUCENO**  
Board Member  
Employers' Sector

**(sgd.) RAUL C. REMODO**  
Board Member  
Workers' Sector

**(sgd.) EDGAR C. VENTURA**  
Board Member  
Workers' Sector

**(sgd.) GINA T. GACUSAN**  
NEDA Regional Director  
RTWPBIII Vice-Chairperson

**(sgd.) LEONILA T. BALUYUT**  
DTI Regional Director  
RTWPBIII Vice-Chairperson

**(sgd.) GERALDINE M. PANLILIO**  
DOLE Regional Director/  
RTWPBIII Chairperson

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*(For NWPC Secretariat)*

Date of Publication: 4<sup>th</sup> day of JUNE 2022 – SUNSTAR PAMPANGA NEWSPAPER  
Date of Effectivity: 20<sup>th</sup> day of JUNE 2022

**COST DISTRIBUTION / PRICE SCHEDULE FOR SECURITY SERVICES 2023**

		DAY SHIFT	NIGHT SHIFT
<b>A. AMOUNT PAID DIRECTLY TO SECURITY GUARD</b>			
Daily Wage	P		460.00
1. Basic Pay (Daily Wage *394.4/12)		15,118.67	15,118.67
2. Night Differential Pay (Basic Pay*10%)			1,511.87
3. 13 <sup>th</sup> Month Pay (DW*365/12/12)		1,165.97	1,165.97
4. 5 days Incentive Leave (Daily Wage*5/12)		191.67	191.67
5. Uniform Allowance (RA 5487)		100.00	100.00
		<b>16,576.31</b>	<b>18,088.17</b>
6. Overtime Pay		<b>9,535.99</b>	<b>9,535.99</b>
<b>TOTAL A</b>		<b>26,112.30</b>	<b>27,624.16</b>
<b>B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF SG</b>			
1. Retirement Benefit (RA 7641) (DW *22.5/12)		862.50	862.50
2. SSS Premium (Employer's Only)		1,700.00	1,700.00
3. Provident Fund		425.00	425.00
4. Philhealth (DW*365/12*4%)		559.67	559.67
5. Employee Compensation Fund		30.00	30.00
6. Pag-Ibig Fund		100.00	100.00
<b>TOTAL B</b>		<b>3,677.17</b>	<b>3,677.17</b>
<b>TOTAL OF A &amp; B</b>		<b>29,789.46</b>	<b>31,301.33</b>
<b>C. OTHERS</b>			
1. Overhead / Administrative Expenses Profit (20% of A & B)		5,957.89	6,260.27
<b>D. VALUE ADDED TAX (VAT) – 12% of C</b>			
		714.95	751.23
<b>Rate per security Guard per Month</b>		<b>36,462.30</b>	<b>38,312.83</b>
<b>Number of Security Guards</b>		<b>1</b>	<b>6</b>
<b>Monthly for 7 Guards</b>		<b>36,462.30</b>	<b>229,876.97</b>
		<b>266,339.28</b>	
<b>NO. OF MONTHS</b>		<b>12</b>	
<b>TOTAL BID FOR 1 YEAR</b>		<b>3,196,071.30</b>	

<b>6. Overtime Pay</b>			
6.1 Seven (7) Days, Rate Per Hour (460/8 - 57.50)			
6.1.1 Regular/Ordinary Working Days (RPH*125%*296*4)		85,100.00	85,100.00
6.1.2 Regular Holidays (RPH*260%*10*4)		5,980.00	5,980.00
6.1.3 Sunday / Rest Days (RPH*169%*52*4)		20,212.40	20,212.40
6.1.4 Special Days, Rest Days (RPH*195%*7*4)		3,139.50	3,139.50
<b>SUB-TOTAL</b>		<b>114,431.90</b>	<b>114,431.90</b>
6.2 Sub-Total 6.1 / 12 - Amount of Overtime		<b>9,535.99</b>	<b>9,535.99</b>



MALACAÑAN PALACE  
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

PROCLAMATION NO. 47

**DECLARING THE REGULAR HOLIDAYS AND SPECIAL (NON-WORKING) DAYS  
FOR THE YEAR 2023**

**WHEREAS** Republic Act (RA) No. 9492 dated 24 July 2007 amended Section 26, Chapter 7, Book I of Executive Order (EO) No. 292, also known as the Administrative Code of 1987, by declaring certain days (specific or movable) as special or regular holidays;

**WHEREAS**, on 25 February 2023, the country will commemorate the 37<sup>th</sup> Anniversary of the EDSA People Power Revolution, which ushered political, social, and economic reforms in the country;

**WHEREAS**, Black Saturday, which falls on 08 April 2023, has been traditionally declared a special (non-working) day throughout the country, the observance of Holy Week being one of the most cherished traditions of our predominantly Catholic people;

**WHEREAS**, RA No. 9256 dated 25 February 2004 declared August 21 of every year as national non working holiday to commemorate the death anniversary of former Senator Benigno S. Aquino Jr.;

**WHEREAS**, RA No. 10966 dated 28 December 2017 provides that December 8 of every year shall be celebrated as a special non working holiday in the entire country to commemorate the Feast of the Immaculate Conception of Mary;

**WHEREAS**, declaring 02 November 2023 (Thursday), as additional special (non-working) day throughout the country will strengthen family ties by providing more time for the traditional All Saints' Day, All Souls' Day activities, as well as promote domestic tourism;

**WHEREAS**, RA No. 9177 dated 13 November 2002 declared the first day of Shawwal, the tenth month of the Islamic calendar, as a regular holiday throughout the country for the observance of *Eidul Fitr*; and

**WHEREAS**, RA No. 9849 dated 11 December 2009 provides that the tenth day of Zhul Hijja be declared as a national holiday in observance of *Eidul Adha*;

**NOW, THEREFORE, I, FERDINAND R. MARCOS, JR.**, by virtue of the powers vested in me by the Constitution as President of the Philippines, do hereby declare:

**SECTION 1.** The following regular holidays and special days for the year 2023 shall be observed in the country:

THE PRESIDENT OF THE PHILIPPINES

**A. Regular Holidays**

New Year's Day	-	1	January (Sunday)
Araw ng Kagitangar	-	9	April (Sunday)
Maundy Thursday	-	6	April
Good Friday	-	7	April
Labor Day	-	1	May (Monday)
Independence Day	-	12	June (Monday)
National Heroes Day	-	28	August (Last Monday of August)
Bonifacio Day	-	30	November (Thursday)
Christmas Day	-	25	December (Monday)
Rural Day	-	30	December (Saturday)

**B. Special (Non-Working) Days**

EDSA People Power Revolution Anniversary	-	25	February (Saturday)
Black Saturday	-	08	April
Ninoy Aquino Day	-	21	August (Monday)
All Saints' Day	-	1	November (Wednesday)
Feast of the Immaculate Conception of Mary	-	8	December (Friday)
Last Day of the Year	-	31	December (Sunday)
Additional Special (Non-Working) Day	-	2	November (Thursday)

**SECTION 2.** The proclamations declaring national holidays for the observance of *Eidul Fitr* and *Eidul Adha* shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hijri) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos shall recommend to the Office of the President the actual dates on which these holidays shall respectively fall.

**SECTION 3.** The Department of Labor and Employment shall promulgate the implementing guidelines for this Proclamation.

**SECTION 4.** This Proclamation shall take effect immediately.

**SECTION 5.** This Proclamation shall be published in a newspaper of general circulation.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

Done in the City of Manila, this \_\_\_\_\_ day of \_\_\_\_\_, in the year of Our Lord Two Thousand and Twenty Two.

By the President

**VICTOR D. RODRIGUEZ**  
*Executive Secretary*



OFFICE OF THE PRESIDENT



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Intramuros, Manila



**LABOR ADVISORY NO. 15**  
**Series of 2019**

DOLE

**Clarificatory Guidelines on**  
**DOLE Department Order No. 150, series of 2016**

To ensure compliance with mandatory employment benefits for security guards and other private security personnel in the private security industry as provided for under DOLE Department Order No. 150, s. 2016, governing the employment and working conditions of security guards and other private security personnel in the private security industry, this Labor Advisory is hereby issued.

- I. **Administration and Enforcement of Labor Laws** – In the conduct of routine or complaint inspection of establishment that engages the services of private security agencies (PSAs) or security service contractors (SSCs), the labor inspectors are hereby reminded to review documents that may be required under the general labor standards, labor laws, social legislations, and its implementing rules and regulations, particularly DOLE Department Order No. 174, s. 2017 and DOLE Department Order No. 150, s. 2016 such as, but not limited to, the following provisions:
  - a. **Administrative fee** – The administrative fee shall not be less than twenty percent (20%) of the total contract cost. Such stipulation shall be contained in the Service Agreement between the principal and the SSC/PSA.  
  
Any stipulation to the contrary shall be deemed a violation of Section 4(b) of DOLE Department Order No. 150, s. 2016.
  - b. **Automatic crediting provision in the Service Agreement** – Pursuant to Section 4 (d) and Section 9.1 (b) of DOLE Department Order No. 150, s. 2016, the automatic crediting provision shall be required to be included in the Service Agreement. The issuance of a new wage order shall automatically amend the Service Agreement, and the prescribed increases shall be primarily borne by the principal. Accordingly, the contract cost shall be adjusted in conformity with the mandated wage increase.
  - c. **Undertaking to remit contributions** – Section 4(g) of DOLE Department Order No. 150, s. 2016 only requires an undertaking that the SSC/PSA will directly remit monthly the employers' share and employees' contributions to Social Security System (SSS), Employees' Compensation Commission



(ECC), Philippine Health Insurance Corporation (PhilHealth), and Home Development Mutual Fund (Pag-IBIG) be included in the Service Agreement. There is no requirement under the law that the SSC/PSA shall submit proof of actual remittance to the principal as a precondition for payment of the contract cost. Notwithstanding, the principal is not precluded from verifying the compliance of the SSC/PSA with the said undertaking.

- ii. **Timely payment of contract cost by principal to SSC/PSA** – While the schedule of payment of contract cost by principal to SSC/PSA is generally subject to the agreement between the principal and the SSC/PSA, the parties, in accordance with the Labor Code of the Philippines, as amended, and other relevant laws and regulations, shall be guided by the duty to guarantee timely payment of wages and other wage-related benefits and to ensure prompt remittance of mandatory contributions to SSS, ECC, PhilHealth, and Pag-IBIG.
- iii. **Conciliation-Mediation through the Single-Entry Approach (SEnA)** – Pursuant to Section 11 of DOLE Department Order No. 150, s. 2016 and Section 3 of the Rules of Procedure of the SEnA, questions of delayed payment or underpayment of wages shall be subject to the 30-day mandatory conciliation-mediation. Considering the joint and several liability of the principal and the SSC/PSA in case of failure to pay the wages, other wage-related benefits, and the prescribed increases pursuant to Sections 9.1 (a) and (b) of DOLE Department Order No. 150, s. 2016, the principal where the security guards and other private security personnel are deployed shall be considered a responding party for purposes of conciliation-mediation procedure under SEnA.

For strict compliance,

  
SILVESTRE H. BELLO III  
Secretary

Dept. of Labor & Employment  
Office of the Secretary



073316

21 December 2019



MALACAÑAN PALACE  
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

PROCLAMATION NO. 42

**DECLARING THE REGULAR HOLIDAYS AND SPECIAL (NON-WORKING) DAYS  
FOR THE YEAR 2023**

**WHEREAS**, Republic Act (RA) No. 9492 dated 24 July 2007 amended Section 26, Chapter 7, Book I of Executive Order (EO) No. 292, also known as the Administrative Code of 1987, by declaring certain days (specific or movable) as special or regular holidays;

**WHEREAS**, on 25 February 2023, the country will commemorate the 37<sup>th</sup> Anniversary of the EDSA People Power Revolution, which ushered political, social, and economic reforms in the country.

**WHEREAS**, Black Saturday, which falls on 08 April 2023, has been traditionally declared a special (non-working) day throughout the country, the observance of Holy Week being one of the most cherished traditions of our predominantly Catholic people;

**WHEREAS**, RA No. 9256 dated 25 February 2004 declared August 21 of every year as national non-working holiday to commemorate the death anniversary of former Senator Benigno S. Aquino Jr.;

**WHEREAS**, RA No. 10966 dated 28 December 2017 provides that December 8 of every year shall be celebrated as a special non-working holiday in the entire country to commemorate the Feast of the Immaculate Conception of Mary.

**WHEREAS**, declaring 02 November 2023 (Thursday), as additional special (non-working) day throughout the country will strengthen family ties by providing more time for the traditional All Saints' Day, All Souls' Day activities, as well as promote domestic tourism.

**WHEREAS**, RA No. 9177 dated 13 November 2002 declared the first day of Shawwal, the tenth month of the Islamic calendar, as a regular holiday throughout the country for the observance of *Eidul Fitr* and

**WHEREAS**, RA No. 9849 dated 11 December 2009 provides that the tenth day of Zhul Hija be declared as a national holiday in observance of *Eidul Adha*.

**NOW, THEREFORE, I, FERDINAND R. MARCOS, JR.**, by virtue of the powers vested in me by the Constitution as President of the Philippines, do hereby declare

**SECTION 1.** The following regular holidays and special days for the year 2023 shall be observed in the country

THE PRESIDENT OF THE PHILIPPINES

### A. Regular Holidays

New Year's Day	-	1	January (Sunday)
Araw ng Kagitingan	-	9	April (Sunday)
Mundy Thursday	-	6	April
Good Friday	-	7	April
Labor Day	-	1	May (Monday)
Independence Day	-	12	June (Monday)
National Heroes Day	-	25	August (last Monday of August)
Bonifacio Day	-	30	November (Thursday)
Christmas Day	-	25	December (Monday)
Rizal Day	-	30	December (Saturday)

### B. Special (Non-Working) Days

EDSA People Power Revolution Anniversary	-	25	February (Saturday)
Black Saturday	-	08	April
Ninoy Aquino Day	-	21	August (Monday)
All Saints' Day	-	1	November (Wednesday)
Feast of the Immaculate Conception of Mary	-	8	December (Friday)
Last Day of the Year	-	31	December (Sunday)

Additional Special (Non-Working) Day	-	2	November (Thursday)
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**SECTION 2.** The proclamations declaring national holidays for the observance of *Eidul Fitr* and *Eidul Adha* shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hijri) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos shall recommend to the Office of the President the actual dates on which these holidays shall respectively fall.

**SECTION 3.** The Department of Labor and Employment shall promulgate the implementing guidelines for this Proclamation.

**SECTION 4.** This Proclamation shall take effect immediately.

**SECTION 5.** This Proclamation shall be published in a newspaper of general circulation.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

Done in the City of Manila, this 11<sup>th</sup> day of March, in the year of Our Lord Two Thousand and Twenty Two.

By the President

**VICTOR D. RODRIGUEZ**  
*Executive Secretary*



- or knowledge; or (c) execute, under general supervision, special assignments and tasks; and
- 5.4. Do not devote more than twenty percent (20%) of their hours worked in a workweek to activities which are not directly and closely related to the performance of the work described in paragraphs 5.1, 5.2, and 5.3 above;
6. Field personnel and those whose time and performance are unsupervised by the employer.

### C. Computation of Night Shift Differential

The COLA shall not be included in the computation of night shift pay. The table below may be used to guide computations:

<u>Work on:</u>	<u>Pay equals</u>
Ordinary day	100% or 1
Sunday or rest day	130% or 1.3
Special day	130% or 1.3
Special day falling on rest day	150% or 1.5
Regular Holiday	200% or 2
Regular Holiday falling on rest day	260% or 2.6
Double holiday	300% or 3
Double holiday falling on rest day	390% or 3.9
Ordinary day, night shift	1 x 1.1 = 1.1 or <b>110%</b>
Rest day, night shift	1.3 x 1.1 = 1.43 or <b>143%</b>
Special day, night shift	1.3 x 1.1 = 1.43 or <b>143%</b>
Special day, rest day, night shift	1.5 x 1.1 = 1.65 or <b>165%</b>
Regular Holiday, night shift	2 x 1.1 = 2.2 or <b>220%</b>
Regular Holiday, rest day, night shift	2.6 x 1.1 = 2.86 or <b>286%</b>
Double holiday, night shift	3 x 1.1 = 3.3 or <b>330%</b>
Double holiday, rest day, night shift	3.9 x 1.1 = 4.29 or <b>429%</b>
Ordinary day, overtime (OT)	1 x 1.25 = 1.25 or <b>125%</b>
Rest day, overtime	1.3 x 1.3 = 1.69 or <b>169%</b>
Special day, overtime	1.3 x 1.3 = 1.69 or <b>169%</b>
Special day, rest day, overtime	1.5 x 1.3 = 1.95 or <b>195%</b>
Regular Holiday, overtime	2 x 1.3 = 2.6 or <b>260%</b>
Regular Holiday, rest day, overtime	2.6 x 1.3 = 3.38 or <b>338%</b>
Double holiday, overtime	3 x 1.3 = 3.9 or <b>390%</b>
Double holiday, rest day, overtime	3.9 x 1.3 = 5.07 or <b>507%</b>
Ordinary day, night shift, overtime	1 x 1.1 x 1.25 = 1.375 or <b>137.5%</b>
Rest day, night shift, overtime	1.3 x 1.1 x 1.3 = 1.859 or <b>185.9%</b>

