



Republic of the Philippines
Department of Environment and Natural Resources
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929-6626 loc. 2012 - 2014

MEMORANDUM FROM THE SECRETARY

TO : All Undersecretaries, Assistant Secretaries,
Service Chiefs, Division Chief
and Unit Heads, DENR Central Office
Regional Executive Directors, Bureau Directors
and Heads of Attached Agencies

SUBJECT : **PROHIBITION OF GRANT OF ADDITIONAL CASH
INCENTIVE TO ALL DENR OFFICIALS AND
EMPLOYEES**

DATE : **JAN 0 9 2004**

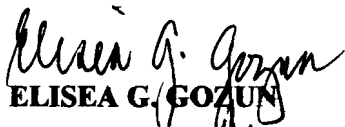
In connection with the increasing request for the grant of cash incentive in addition to the extra cash gift of P5,000.00 per Administrative Order No. 254 dated 05 December 2003, we are providing you with a copy of DBM Circular Letter No. 2003-10 dated October 17, 2003 entitled "Prohibition on the Grant of Additional Bonuses in Any Form", that reads as follows:

"2.0 Prohibition of Grant of Additional Bonuses

2.1. Unless authorized by law or the President, the grant of additional bonuses in the form of cash, groceries, gift certificates and other goods to officials and employees is strictly prohibited.

2.2. Any grant of the above-mentioned bonuses without the approval of the President shall be considered as an ultra vires act and thus, constitutes an illegal disbursement of public funds. Anyone found violating this directive shall be dealt with in accordance with the applicable provisions of existing administrative and penal laws."

For information and guidance.


ELISEA G. GOZUN