



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-66-26 to 29 • (632) 929-62-52
929-66-20 • 929-66-33 to 35
929-70-41 to 43

MEMORANDUM FROM THE SECRETARY

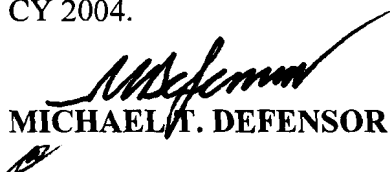
TO : ALL DENR OFFICIALS AND EMPLOYEES

SUBJECT : **GRANT OF PRODUCTIVITY INCENTIVE BENEFIT (PIB) FOR CY 2004**

DATE : FEB 13 2005

1. The Grant of Productivity Incentive Benefit (PIB) authorized under Administrative Order no. 161, Series of 1994 of the Office of the President and pursuant to DBM National Compensation Circular No. 73, Series of 1994 providing for the grant of the PIB for 2004, the following guidelines are hereby issued for information and guidance.
 - 1.1 Coverage- The benefit authorized under the aforementioned Administrative Order shall apply to all officials and employees of the DENR nationwide, including its Bureaus and Attached Agencies, whether regular, casual, temporary or full-time contractual personnel whose employment is in the nature of regular personnel, obtained at least a "Satisfactory" performance rating for the rating period of January-June and July-December 2004.
 - 1.2 All officials and employees who obtained performance rating below "Satisfactory" for either of the 2004 rating period, or those who failed to submit to the Personnel Division/Section their Performance Evaluation Reports for the last two (2) rating periods shall not be entitled to the said benefit.
 - 1.2 Any official or employee whose submitted performance rating is only one (1) semester shall be entitled to one half of Two Thousand Pesos or One Thousand Pesos (P1, 000) while personnel who retired/resigned and have rendered at least nine (9) months service in 2004 and have submitted their performance rating for the period shall be entitled to the full amount of Two Thousand Pesos (P2, 000.00).
 - 1.3 Amount of Benefit (PIB)- The amount of benefit to be paid to deserving officials and employees based on the productivity/performance evaluation ratings obtained by them for the two rating period of CY 2004 shall be in the amount of Two Thousand Pesos (P2,000.00) per employee.

This Order takes effect immediately and shall be applicable to performance ratings for CY 2004.


MICHAEL T. DEFENSOR

