



**DEPARTMENT OF BUDGET AND MANAGEMENT
DEPARTMENT OF SCIENCE AND TECHNOLOGY
PHILIPPINE ATMOSPHERIC, GEOPHYSICAL AND ASTRONOMICAL
SERVICES ADMINISTRATION**

JOINT CIRCULAR NO. 01, S. 2025

SUBJECT: GUIDELINES ON THE GRANT OF THE PERSONNEL RETENTION INCENTIVE (PRI) TO THE QUALIFIED PERSONNEL OF THE PHILIPPINE ATMOSPHERIC, GEOPHYSICAL AND ASTRONOMICAL SERVICES ADMINISTRATION (PAGASA)

1.0 Background

- 1.1 Section 4(i) of Republic Act (RA) No. 10692¹, otherwise known as the PAGASA Modernization Act of 2015, states that one of the objectives of the PAGASA Modernization Program is to *“provide a more competitive base pay and other benefits for its personnel in order to promote professionalism and commitment to the service.”*
- 1.2 Corollary, Section 7(f)(ii) of RA No. 10692 mandates the grant of an additional benefit to be known as the **PRI** to the qualified PAGASA personnel, to be determined by said agency, in consultation with the Department of Budget and Management (DBM), in an amount not exceeding twenty percent (20%) of the monthly basic salary of the incumbent.
- 1.3 As espoused under Section 4(g) of Congress Joint Resolution No. 4² dated June 17, 2009, Specific-Purpose Allowances and Benefits are allowances and benefits being given to employees across agencies under specific conditions and situations related to the

¹ An Act Providing for the Modernization of the Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA), Providing Funds Therefor and for Other Purposes

² Joint Resolution Authorizing the President of the Philippines to Modify the Compensation and Position Classification System of Civilian Personnel and the Base Pay Schedule of Military and Uniformed Personnel in the Government, and for Other Purposes

actual performance of work, at prescribed rates, guidelines, rules, and regulations.

- 1.4 In order for the PAGASA to effectively and efficiently provide the public with atmospheric, geophysical, astronomical, and other weather and climate-related services and information, the PRI is granted to the qualified personnel in recognition of their continuous and meritorious services in the agency.

2.0 Definition of Terms

- 2.1 **Key Positions** – refer to positions performing executive and managerial functions.

These would include the PAGASA Administrator and Deputy Administrator positions.

- 2.2 **Technical Positions** – refer to positions directly performing substantive and/or frontline services/functions such as forecasting.

These would include Weather Services Chief, Assistant Weather Services Chief, Senior Weather Specialist, Weather Specialist, and Weather Facilities Specialist positions that are performing weather, climate, and flood forecasting-related functions.

- 2.3 **Support to Technical Operations Positions** – refer to positions providing technical support to key and technical operations-related activities such as weather observation, repair/maintenance of facilities and equipment, and the conduct of research.

These would include Weather Services Chief, Assistant Weather Services Chief, Senior Weather Specialist, Weather Specialist, Weather Observer, Weather Facilities Specialist, and Weather Facilities Technician positions.

- 2.4 **Forecasting Function** – refers to the processing and provision of weather, climate, and flood forecasts and warnings.

- 2.5 **Observing Function** – refers to the gathering and processing of meteorological, climatological, astronomical, and hydrological data.

- 2.6 **Research Function** – refers to the conduct of research activities for the improvement of operations and services.

3.0 Purpose

This Joint Circular is issued to prescribe the guidelines on the grant of the PRI to the qualified PAGASA personnel.

4.0 Coverage

This Joint Circular shall cover qualified regular PAGASA personnel performing highly technical and specialized functions relating to atmospheric, geophysical, astronomical, and other weather and climate-related services and information.

5.0 Exclusions

The following are not covered by this Joint Circular:

5.1 Those hired without employee-employer relationship and funded from non-Personnel Services (PS) appropriations/budgets, as follows:

5.1.1 Consultants and experts hired for a limited period to perform specific activities or provide services with expected outputs; and

5.1.2 Individuals or groups of people whose services are engaged through job orders, contracts, or other similarly situated;

5.2 Part-time employees.

6.0 Conditions and Guidelines on the Grant of the PRI

The PRI shall be given in consideration of the continuous, efficient, and meritorious services of the PAGASA personnel, subject to the following conditions and guidelines:

6.1 The applicable PRI shall be given monthly to the qualified PAGASA personnel who have obtained a Very Satisfactory performance rating in the immediately preceding rating period, or the applicable performance appraisal period.

6.2 The PRI shall be granted at rates not exceeding the following:

Category of Position	SG of Position	Percentage of Monthly Basic Salary (MBS)
Key Positions	27 and above	5%
Technical Positions	24	10%
	22	15%
	15–19	20%
Support to Technical Operations Positions	24	5%
	22	10%
	19 and below	15%

7.0 Funding Source

- 7.1 The funding requirement for the grant of the PRI shall be provided in the annual General Appropriations Act under the PAGASA's agency-specific budget for PS.
- 7.2 The creation of a PS object/sub-object of expenditure for the PRI shall be in accordance with the policies and guidelines set by the Commission on Audit and the Department of Budget and Management on the inclusion of new expenditure item in the government's Chart of Accounts Code Structure object/sub-object code.

8.0 Responsibilities of the Implementing Agency

- 8.1 The PAGASA shall be responsible for the proper implementation of this Joint Circular, including the issuance of the internal guidelines, which will provide the specific criteria and administrative procedures on the grant of the PRI.
- 8.2 The responsible officers shall be held liable for any payment of the PRI, which will not be in accordance with the provisions of this Joint Circular, without prejudice to the refund by the employees concerned of any excess or unauthorized payments.

9.0 Saving Clause

Issues and concerns that may arise in the implementation of these rules and regulations shall be resolved by the PAGASA/DOST and the DBM, as appropriate.

10.0 Repealing Clause

All existing circulars or issuances inconsistent with the provisions of this Joint Circular are repealed or superseded accordingly.

11.0 Effectivity

This Joint Circular shall take effect 15 days after its publication in a national newspaper or Official Gazette and after the filing thereof in the Office of the National Administrative Register at the University of the Philippines Law Center.

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