



Republic of the Philippines
Caraga Region XIII
PROVINCE OF SURIGAO DEL NORTE
Provincial Capitol
Governor Jose C. Sering Road
Surigao City



OFFICE OF THE PROVINCIAL GOVERNOR

EXECUTIVE ORDER NO. 20-024-a
Series of 2020

CONDITIONS FOR THE GRANT OF THE COVID-19 HAZARD PAY

WHEREAS, under Section 2.b. of Administrative Order No. 26, series of 2020 of the President of the Philippines, the heads of government agencies may grant the COVID-19 Hazard Pay to their personnel provided that the personnel have been authorized to physically report for work at their respective offices or work stations on the prescribed official working hours by the head of agency or office during the ECQ;

WHEREAS, the Department of Budget and Management (DBM) Budget Circular No. 2020-1 or, 'Guidelines on the Grant of COVID-19 Hazard Pay states that the COVID-19 Hazard Pay shall be granted to personnel/workers who have been authorized to physically report for work at their respective offices or work stations on the prescribed official working hours by the head of agency/office during the period of the implementation of Enhanced Community Quarantine (ECQ) measures in the area of such office or work station;

WHEREAS, Memorandum Order No. 20-222 or, the "*Revised Interim Guidelines for Alternative Work Arrangements and Support Mechanisms for Workers in the Provincial Government of Surigao del Norte*," the Provincial Government prescribed the following work arrangements, to wit: work-from-home arrangement, four-day (compressed) workweek, and flexible work arrangement for senior employees;

WHEREAS, the Provincial Governor issued Executive Order No. 20-024, series of 2020 granting the COVID-19 Hazard Pay that shall not exceed P500.00 per day per qualified employee and personnel;

WHEREAS, to properly enforce Executive Order No. 20-024, series of 2020, there is a need to set the conditions for the grant of the COVID-19 Hazard Pay.

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NOW, THEREFORE, I, ATTY. FRANCISCO T. MATUGAS,
 Provincial Governor of the Province of Surigao del Norte, by the power
 vested in me by law, do hereby order:

SECTION 1. Conditions for the grant of COVID-19 Hazard Pay.

To be entitled to the COVID-19 Hazard Pay, all of the conditions
 enumerated hereunder must be met. The absence of any of these
 conditions shall automatically disqualify the employee/personnel from
 the COVID-19 Hazard Pay, viz:

- a.) Physically reported for work during the period of the ECQ from
 April 6 to April 30, 2020;
- b.) Occupies a regular, contractual or casual position, or engaged
 through a Contract of Service or Job Order in the Provincial of
 Surigao del Norte;
- c.) Authorized to physically report for work at her or his work
 station on the prescribed official working hours during the ECQ;
- d.) For those working during the ANTI-COVID-19
 relief/checkpoints/Command Center operations and other
 similar activities, their names shall be certified by Head of the
 Outbreak Response Team per Executive Order No. 20-015,
 series of 2020, where they were assigned and approved by the
 Provincial Governor, or his authorized representative;
- e.) For those working in the office, their name shall be certified by
 their Department Head and approved by the Provincial Governor
 or his authorized representative, and;
- f.) The total amount of the COVID-19 Hazard Pay shall be based on
 the number of days that the person physically reported to work
 during the ECQ, to wit:

Work Arrangement	No. of days	Hazard Pay
Regular (8 hrs per day)	More than 4 hrs per day	100%
	4 hrs or less per day	50%
10/12/14 hrs per day	More than 5/6/7 hrs per day	100%
	5/6/7 hrs or less per day	50%

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SECTION 2. Other provisions.

- a. Those who are already entitled to Hazard Pay, Hazardous Duty Pay and Hazard Allowance under existing laws, issuances, rules, and regulations shall be entitled to such benefits or the COVID-19 Hazard Pay, whichever is higher;
- b. The COVID-19 Hazard Pay of an employee on detail from another government agency shall be granted by the parent agency;
- c. Those employees on a part-time basis will receive the COVID-19 Hazard Pay pro-rated corresponding to the services rendered;
- d. A compulsory retiree, on service extension, may be granted the COVID-19 Hazard Pay, subject to the pertinent conditions and guidelines of the DBM Circular.

SECTION 3. Separability clause.

If for any reason, any part or provision of this order shall be held unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

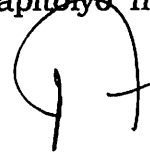
SECTION 3. Repealing clause.

All previous orders inconsistent herewith are hereby rescinded.

SECTION 4. Effectivity clause.

This Executive Order shall take effect immediately.

Done this 7th day of August 2020 at the Kapitolyo nan Siargao, Dapa, Surigao del Norte, Philippines.



ATTY. FRANCISCO T. MATUGAS
Provincial Governor