



Reference No. 2023- 125
 December 13, 2023

MEMORANDUM FOR THE SECRETARY

THROUGH : ATTY. ALVIN JOHN F. BALAGBAG
 Head Executive Assistant and Chief-of-Staff

SUBJECT : REQUEST FOR UTILIZING THE 2023 SALARY TRANCHE FOR CONTRACT OF SERVICE (COS) PERSONNEL FOR JANUARY- JUNE 2024 CONTRACTS

Given the volume and urgency to deliver goods and services in the public sector and the ever-increasing requirements of the agriculture and fisheries sector, the Department of Agriculture-Bureau of Agricultural Research has tapped the services of the personnel through Contracts of Services (COS). However, these COS-engaged personnel receive wages that still follow the 2019 salary tranche as prescribed by the Department of Budget and Management through National Budget Circular (NBC) No. 575 dated March 25, 2019. Due to the constant rise of prices (inflation) our COS personnel often have difficulty making ends meet with their current salary.

In view of this and to further enhance the efficiency and effectiveness of the delivery of the Bureau's services, utilizing the latest or an updated salary tranche would be beneficial for our workforce complement. We believe that this will contribute positively to our workforce's motivation and dedication.

Thus we are formally requesting from your office the adoption of the DBM NBC No. 591 or the *Fourth Tranche Monthly Salary Schedule for Civilian Personnel of the National Government Effective January 1, 2023* for the adjust of salaries of our Contract of Service (COS) Personnel for their January-June 2024 Contracts.

For your favorable consideration and approval.


JUNEL B. SORIANO, PhD
 Director

- APPROVED
- DISAPPROVED

FRANCISCO P. TIU LAUREL, JR.
 Secretary