

Good News
Department of Labor and Employment
Bureau of Working Conditions
30 October 2019

2 SPECIAL NON-WORKING DAYS AND 1 REGULAR HOLIDAY

Labor Advisory No. 11, Series of 2019 contains the rules for pay on special non-working days and regular holidays. The said Advisory was issued pursuant to Proclamation No. 555. Under these issuances, two (2) special non-working days and one (1) regular holiday shall be observed next month in the country.

The following shall be the rules of pay to be observed on November 1 and 2 (special non-working days):

1. If the employee did not work, the “no work, no pay” principle shall apply unless there is a favorable company policy, practice or collective bargaining agreement (CBA) granting payment on a special day;
2. For work done during the special day, he/she shall be paid an additional 30% of his/her basic wage on the first eight hours of work [(Basic wage x 130%) + COLA];
3. For work done in excess of eight hours (overtime work), he/she shall be paid an additional 30% of his/her hourly rate on said day (Hourly rate of the basic wage x 130% x 130% x number of hours worked);
4. For work done during a special day that also falls on his/her rest day, he/she shall be paid an additional 50% of his/her basic wage on the first eight hours of work [(Basic wage x 150%) + COLA]; and
5. For work done in excess of eight hours (overtime work) during the special day that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her hourly rate on said day (Hourly rate of the basic wage x 150% x 130% x number of hours worked).

On November 30, the following rules of pay shall apply:

1. If the employee did not work, he/she shall be paid 100% of his/her wage for that day, subject to certain conditions under the implementing rules and regulations [(Basic wage + COLA) x 100%]¹;
2. For work done during the regular holiday, the employee shall be paid 200% of his/her wage for that day for the first eight hours [(Basic wage + COLA) x 200%];
3. For work done in excess of eight hours (overtime work), he/she shall be paid an additional 30% of his/her hourly rate on said day [Hourly rate of the basic wage x 200% x 130% x number of hours worked];
4. For work done during the regular holiday that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her basic wage of 200% [(Basic wage + COLA) x 200%] + [30% (Basic wage x 200%)]; and
5. For work done in excess of eight hours (overtime work) during the regular holiday that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her hourly rate on said day (Hourly rate of the basic wage x 200% x 130% x 130% x number of hours worked).