

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Intramuros, Manila

DEPARTMENT OF LABOR AND EMPLOYMENT	
Administrative Service Central Records Section-GSD	
DATE:	<u>11/23</u>
TIME:	_____
RECEIVED BY:	<u>[Signature]</u>

LABOR ADVISORY NO. 04
Series of 2012

Payment of Wages for the Regular Holiday on November 30, 2012

Pursuant to Proclamation No. 295 issued by President Benigno S. Aquino III on 24 November 2011, the following rules for pay on regular holiday shall apply on November 30, 2012 (Friday):

1. If the employee did not work, he/she shall be paid 100% of his/her salary for that day [Daily Rate + COLA] x 100%;
2. If the employee worked, he/she shall be paid 200% of his/her regular salary for that day for the first eight hours [Daily Rate + COLA] x 200%*;
3. If the employee worked 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 x 200% x 130% x Number of hours worked];
4. If the employee worked during a regular holiday that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her daily rate of 200% [(Daily rate + COLA) x 200%] + [30% (Daily Rate x 200%)]; and
5. If the employee worked in excess of eight hours (overtime work) during a 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 x 200% x 130% x 130% x Number of hours worked).

Be guided accordingly.


ROSALINDA DIMAPILIS BALDOZ
Secretary

20 November 2012

*Cost of Living Allowance is included in the computation of the holiday pay

BY THE PRESIDENT OF THE PHILIPPINES

PROCLAMATION NO. 295

DECLARING THE REGULAR HOLIDAYS, SPECIAL (NON-WORKING) DAYS, AND
SPECIAL HOLIDAY (FOR ALL SCHOOLS) FOR THE YEAR 2012

WHEREAS, Republic Act (RA) No. 9492, dated July 24, 2007, amended Section 26, Chapter 7, Book I of Executive Order (EO) No. 292, also known as the Administrative Code of 1987, by declaring certain days (specific or movable) as special or regular holidays;

WHEREAS, RA No. 9492 provides that holidays, except those which are religious in nature, are moved to the nearest Monday unless otherwise modified by law, order or proclamation;

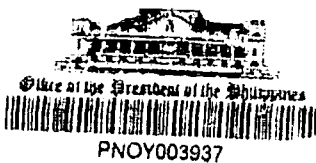
WHEREAS, RA No. 9849 provides that the Eidul Adha shall be celebrated as a national holiday;

WHEREAS, the EDSA People Power Revolution, which restored and ushered political, social and economic reforms in the country, serves as an inspiration to Filipinos everywhere as a nation and as a people;

WHEREAS, on January 23, 2012, the Chinese nationals all over the world will celebrate Spring Festival, popularly known as the Chinese New Year, which is one of the most revered and festive events celebrated not only in China but also in the Philippines by both Chinese Filipinos and ordinary Filipinos as well; and the joint celebration is a manifestation of our solidarity with our Chinese Filipino brethren who have been part of our lives in many respects as a country and as a people; 23 January 2012 may be declared as a special (non-working) day without detriment to public interest;

WHEREAS, Friday, 2 November 2012, falling between Thursday, 1 November 2012 (All Saints Day) and Saturday, has been traditionally declared a special (non-working) day throughout the country;

WHEREAS, to give full opportunity to our people to properly observe All Saints Day with all its religious fervor which invariably requires them to travel to and from different regions in the country, Friday, 2 November 2012, may be declared as a special (non-working) day without detriment to public interest;



NOW, THEREFORE, I, BENIGNO S. AQUINO III, by virtue of the powers vested in me by the Constitution as President of the Philippines, do hereby declare:

SECTION 1. The following regular holidays and special days for the year 2012 shall be observed in the country:

A. Regular Holidays

New Year's Day	-	January 1 (Sunday)
Maundy Thursday	-	April 5
Good Friday	-	April 6
Araw ng Kagitingan	-	April 9 (Monday)
Labor Day	-	May 1 (Tuesday)
Independence Day	-	June 12 (Tuesday)
National Heroes Day	-	August 27 (Last Monday of August)
Bonifacio Day	-	November 30 (Friday)
Christmas Day	-	December 25 (Tuesday)
Rizal Day	-	December 30 (Sunday)

B. Special (Non-Working) Days

Chinese New Year	-	January 23 (Monday)
Ninoy Aquino Day	-	August 21 (Tuesday)
All Saints Day	-	November 1 (Thursday)
Additional special (non-working) day	-	November 2 (Friday)
Last Day of the Year	-	December 31 (Monday)

C. Special Holiday (for all schools)

EDSA Revolution Anniversary	-	February 25 (Saturday)
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SECTION 2. The proclamations declaring national holidays for the observance of Eid'l Fitr and Eidul Adha shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hijra) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos (NCMF) shall inform the Office of the President on which day the holiday shall fall.

SECTION 3. The Department of Labor and Employment (DOLE) shall promulgate the implementing guidelines for this Proclamation.

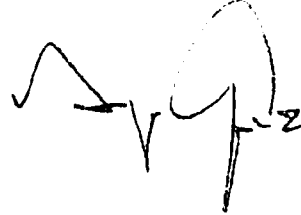
SECTION 4. This Proclamation shall take effect immediately.

SECTION 5. This Proclamation shall be published in a newspaper of general circulation.

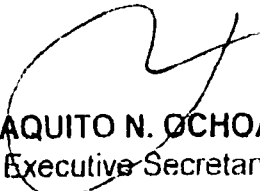


IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

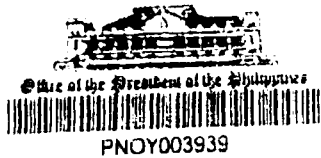
Done in the City of Manila, this 24th day of November in the year of Our Lord, Two Thousand and Eleven.



By the President:



PAQUITO N. OCHOA, JR.
Executive Secretary



CERTIFIED COPY

MARIANITO M. DIMANDAL
DIRECTOR IV
MALACANANG RECORDS OFFICE

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