



Republic of the Philippines
CITY COUNCIL
City of Manila

REGULAR SESSION NO. 43

13TH CITY COUNCIL

**Begun and held in the City Council on Tuesday,
the sixteenth day of December, Two Thousand Twenty-Five**

ORDINANCE NO. 9163

AN ORDINANCE AUTHORIZING THE GRANT OF GRATUITY PAY TO CONTRACT OF SERVICE AND JOB ORDER WORKERS IN THE CITY GOVERNMENT OF MANILA PURSUANT TO ADMINISTRATIVE ORDER NO. 39, SERIES OF 2025 AND PROVIDING FUNDS THEREFOR IN THE TOTAL AMOUNT OF SIXTY-SIX MILLION THREE THOUSAND PESOS (PHP66,003,000.00) AND FOR OTHER PURPOSES

PRINCIPAL AUTHORS: HON. JOAQUIN ANDRE "JD" D. DOMAGOSO, HON. TIMOTHY OLIVER "Tol" I. ZARCAL, President Pro-Tempore, HON. LOUISA MARIE "Lady" J. QUINTOS-TAN, HON. ATTY. JAYBEE S. HIZON, HON. JULIANA RAE "Yanyan" M. IBAY and HON. RAYMUNDO "Mon" R. YUPANGCO, Majority Floor Leader



EXPLANATORY NOTE

On December 11, 2025, President Ferdinand R. Marcos, Jr. issued Administrative Order (A.O.) No. 39, Series of 2025, entitled: "Authorizing the Grant of Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2025".

A.O. No. 39 provided that granting a year-end Gratuity Pay to Contract of Service (COS) and Job Order (JO) workers is a well-deserved recognition of their hard work in implementing programs, projects and activities, and pivotal role in the delivery of government services amidst the present socio-economic challenges considering that they do not enjoy benefits accorded to government employees as they have no employer-employee relationship with the government.

Further, Section 5 of A.O. No. 39 mandated that local government units (LGUs) are enjoined to adopt in their respective offices the grant of Gratuity Pay to workers whose services are engaged through COS and JO, utilizing appropriate and available funding sources from their respective local government funds. The corresponding supplemental budget for the purpose shall be enacted by the local sanggunian concerned within FY 2025.

The City Treasurer and the City Accountant has issued the Certificate of Availability of Funds as supporting document as to the funding of this Ordinance.

Section 16 of Republic Act No. 7160 or the Local Government Code of 1991 provides that LGUs shall exercise the powers that are essential to the promotion of general welfare. It shall ensure and support, among other things, the enhancement of economic prosperity, full employment, and social justice, and preserve the comfort and convenience of its inhabitants.

Section 336 of the LGC states that: "Funds shall be available exclusively for the specific purpose for which they have been appropriated. No ordinance shall be passed authorizing the transfer of appropriations from one item to another. However, the local chief executive or the presiding officer of the sanggunian concerned may, by ordinance, be authorized to augment any item in the approved annual budget for their respective offices from savings in other items within the same expense class of their respective appropriations."

HON. LOUISA MARIE "Lady" J. QUINTOS-TAN
Councilor, Fourth District
Manila

Be it ordained by the City Council of Manila, in session assembled, *THAT:*

SECTION 1. Gratuity Pay. – The grant of the one-time Gratuity Pay for FY 2025 not exceeding Seven Thousand Pesos (PhP7,000.00) to job order (JO) and contract of service (COS) personnel in the City Government of Manila is hereby authorized subject to the conditions under Administrative Order No. 39, s. 2025 and the relative budget circular as may be subsequently issued by the Department of Budget and Management (DBM) on the guidelines of implementation.

SEC. 2. Coverage. – This Ordinance shall cover all job order and contract of service personnel whose salaries are charged against appropriate General Fund, Trust Fund and Special Education Fund (SEF) accounts.

SEC. 3. Funding Sources. – The Gratuity Pay of the JO and COS personnel under the General Fund, in the total amount of Sixty-Six Million Three Thousand Pesos (P66,003,000.00) shall be funded from the Special Activities Fund - Maintenance and Other Operating Expenses (SAF-MOOE) under Special Purpose Appropriations (SPAs) of the FY 2025 Executive Budget.

Relatively, JO and COS personnel under the Trust Fund and SEF, the one-time grant of gratuity pay shall be funded from appropriate accounts of the Trust Fund and SEF.

SEC. 4. Augmentation. – The SAF-MOOE under the SPAs of the FY 2025 Executive Budget shall be augmented for the grant of Gratuity Pay in the total amount of Five Million Pesos (PhP5,000,000.00) to cover the full budgetary requirement of Sixty-Six Million Three Thousand Pesos (PhP66,003,000.00).

SEC. 5. Savings. – The funds to augment the SAF-MOOE for the grant of Gratuity Pay shall be sourced from the herein savings from the FY 2025 Annual Appropriations to wit:

Maintenance and Other Operating Expenses

A. Manila Traffic and Parking Bureau

- Other General Services	₱ <u>5,000,000.00</u>
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Total	₱ <u>5,000,000.00</u>
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Attached are the following details:

Annex A - Declaration of Savings under MOOE for Augmentation of Funds; and
Annex B - Augmentation of Account under SAF-MOOE of the FY 2025 Annual Budget.

SEC. 3. Effectivity Clause. – This Ordinance shall take effect immediately upon its approval.

This Ordinance was enacted by the City Council of Manila on December 16, 2025.

PRESIDED BY:



ANGELA LEI "Chi" I. ATIENZA
Vice-Mayor and Presiding Officer
City Council, Manila

ATTESTED:



HATTY. HANS ROGER S. LUNA
City Government Department Head III
(Secretary to the City Council)

DEC 19 2025

APPROVED BY HIS HONOR, THE MAYOR, ON _____.



FRANCISCO "ISKO MORENO" M. DOMAGOSO
Mayor
City of Manila

ATTESTED:



MANUEL M. ZARCA
Secretary to the Mayor

CLN: acl/jok/cpf/jmt/hpr/jrp