

Republic of the Philippines
Department of the Interior and Local Government
NATIONAL POLICE COMMISSION
Quezon City

RESOLUTION NO. 2018-340

**AMENDING SECTION IV-B OF NAPOLCOM RESOLUTION NO 91-18, ENTITLED:
"RATIONALIZING THE STRUCTURE OF ALLOWANCES AND INCENTIVE PAYS OVER
AND ABOVE THE BASIC PAY AND LONGEVITY PAY OF UNIFORMED PERSONNEL OF
THE PHILIPPINE NATIONAL POLICE"**

WHEREAS, in pursuance of Section 71 and Phase III, Section 85 of RA No. 6975, the Commission issued Resolution No. 91-18 which provides for the rationalization of the allowances of the uniformed personnel of the Philippine National Police (PNP);

WHEREAS, the PNP submitted to the Commission a copy of PNP TWG Resolution No. 2005-001 proposing to amend Section IV-B of NAPOLCOM Resolution No. 91-18, specifically the rates of collateral pay and allowances;

WHEREAS, the PNP rationalized that such amendment is necessary as the collateral pay and allowances provided under NAPOLCOM Resolution 91-18 are no longer practical and realistic since the rates provided therein were authorized and granted in 1991;

WHEREAS, based on the evaluation of the proposal, the Commission finds the same to be in order taking into consideration the general increase in prices of commodities, the recent increase in the monthly base pay rate of PNP uniformed personnel and the subsequent increase due to the present economic condition and other factors, as well as other operational and administrative necessities in carrying out the mandate and mission of the PNP;

NOW THEREFORE, the Commission, pursuant to its constitutional mandate to administer and control the PNP, **HEREBY RESOLVES, AS IT HEREBY RESOLVES**, to amend Section IV-B of NAPOLCOM Resolution No. 91-18 to read as follows:

B. COLLATERAL PAY AND ALLOWANCES AND OTHER BENEFITS

1. Hospital Subsistence Allowance

a. Description:

An additional subsistence allowance over and above the regular subsistence allowance of PNP uniformed personnel representing the daily meals given during confinement in PNP hospitals and/or dispensaries.

b. Coverage:

All uniformed personnel of the PNP who are treated as in-patient in any PNP hospital and/or dispensary.

c. Procedures in Payment:

Each PNP officer and non-officer is entitled to an amount equivalent to the prevailing daily subsistence allowance given to PNP uniformed personnel, provided that said amount is not given as cash ration. This amount represents the cost of meals served to PNP hospital patients during confinement therein.

The PNP hospital/dispensary where the PNP patient is confined shall claim the corresponding amount by preparing and filing the necessary voucher at the PNP Finance Service.

2. Additional Subsistence Allowance (formerly CDC Subsistence Allowance)

a. Description:

A subsistence allowance over and above the regular subsistence allowance of PNP personnel is given to augment the meal requirement of PNP uniformed personnel engaged in any actual search, rescue, retrieval, and Civil Disturbance Management (CDM) operations, and providing security on vital installations and events of notable significance.

b. Coverage:

This includes all uniformed personnel of the PNP who are directed by official orders to undertake search, rescue, retrieval and Civil Disturbance Management (CDM) operations, and provide security on vital installations and events of notable significance. Those PNP uniformed personnel who are part of CDM Units not actually employed or deployed for CDM operations but are placed on a stand-by status are also entitled to this incentive.

c. Procedures in Payment:

All personnel performing the above activities are entitled to an amount equivalent to fifty percent (50%) of the prevailing daily subsistence allowance given to PNP uniformed personnel, payable by their respective units/offices of assignment of actual employment or stand-by status and payable to the unit providing the meals.

3. Training Subsistence Allowance

a. Description:

An additional allowance over and above the regular subsistence allowance that is given to PNP uniformed personnel for their meals when undergoing local training in the PNP training schools and other institutions duly recognized by the PNP whereby they acquire knowledge, skills and expertise for professional or career advancement.

b. Coverage:

This allowance is given to PNP uniformed personnel who are covered with appropriate orders to undergo individual or group training programs whether mandatory, specialized or unit training, provided that those training activities are within the Annual Training Program approved by NHQ, PNP (Attn: DHRDD).

c. Procedures in Payment:

Payment of Training Subsistence Allowance in the amount equivalent to fifty percent (50%) of the prevailing daily subsistence allowance given to PNP uniformed personnel shall be paid thru individual ATM payroll account upon completion of the training.

4. Combat Duty Pay (CDP)

a. Description:

A special combat allowance in addition to base pay for qualified PNP Uniformed personnel engaged or involved in actual Police Operations.

b. Coverage:

This applies to all PNP uniformed personnel in the active service whether on a regular or temporary status of appointment who are actually engaged or have participated in any of the police actions such as counter insurgency operations, crime prevention including those providing security to the President and his family. It also covers those who are confined in PNP/Civilian hospitals due to wounds or injuries sustained or incurred while in combat operation.

c. Procedures in Payment:

The Head of Office/Unit where the particular members are assigned shall recommend who will receive CDP. All entitled uniformed personnel shall receive a fixed rate of Three Thousand Pesos (P3,000.00) and shall be paid thru individual ATM payroll account.

5. Combat Incentive Pay (CIP)

a. Description:

This refers to the Three Hundred Pesos (P300.00) per day allowance in addition to base pay for qualified PNP Uniformed Personnel who figure directly or involve in actual combat/police operations against members of various insurgent, terrorist and lawless elements subject to the following conditions:

- (1) The operation must be for a specific combat/police operation mission that is duly covered by a letter of Instruction (LOI)/Mission Order/Letter Order/Patrol Order/ COPLAN/IMPLAN) or similar Police Operation Order;
- (2) The personnel involved in combat/police operations must be in the published Task Organization or List of Participating Troops with Accompanying After Operation Report; and
- (3) The total additional CIP for each individual shall not exceed Three Thousand Pesos (P3,000.00) per month.

b. Coverage:

This applies to all PNP uniformed personnel in the active service whether on a regular or temporary status of appointment who are actually engaged or have participated in any of the police actions such as counter insurgency operations, crime prevention including those providing security to the president and his family. It also covers those who are confined in PNP/Civilian hospitals due to wounds or injuries sustained or incurred while in combat operation.

c. Procedures in Payment:

The Head of Office/Unit where the particular members are assigned shall recommend who will receive CIP. All qualified PNP uniformed personnel who figured directly or involved in actual combat/police operations against members of various insurgent, terrorist and lawless elements shall receive CIP of Three Hundred Pesos P300.00 per day allowance in addition to base pay subject to the following conditions:

- (1) The operation must be for a specific combat/police operation mission that is duly covered by a Letter of Instruction (LOI)/Mission Order/Letter Order/Patrol Order/COPLAN/IMPLAN) or similar Police Operation Order;
- (2) The personnel involved in combat/police operations must be in the published Task organization or List of Participating Troops with accompanying After Operation Report; and
- (3) The total additional CIP for each individual shall not exceed Three Thousand Pesos (P3,000.00) per month.

6. Hazardous Pay

a. Description:

It is an allowance given to PNP uniformed personnel for exposure to particular occupational hazards or elements, or hazardous jobs involving high risks of losing life, limbs or likely deterioration of health.

b. Coverage:

To qualify for this incentive, PNP personnel must be performing or undertaking the following:

- Deep sea diving
- Mine sweeping
- Handling armory, disarming or disposal of fuses, bombs, mines, torpedoes, booby traps, and lethal devices.
- Renovation of primer, booster, fuses in similar devices, which contain sensitive explosives such as mercury fulminate, lead oxide, lead sulphate, etc.
- Preparation, handling, or testing of lethal materials or devices such as explosives, incendiaries, highly corrosive substance, poison gases and radioactive materials.
- Testing of new and dangerous equipment
- Underwater demolitions
- Handling of lethal agents such as nerve gases, blood gases, blister gases and other lethal biological and chemical gases
- Exposure to biological hazards, highly toxic, carcinogenic, poisonous gases reagents and hazardous chemical substances during forensic examination or crime scene processing.

PNP uniformed personnel exposed to these hazards are entitled to this pay provided they waive other incentive pays/allowances such as flying, air mechanic, sea duty, combat duty or specialist pay.

c. Procedure in Payment:

Personnel performing hazardous duties must submit their individual request for availment of this allowance, describing in detail the nature and duration of the hazardous duty they performed. Their immediate superior will subsequently certify to the veracity of the individual report in his endorsement of such request for issuance of order authorizing said personnel to undertake hazardous duties. The rate of payment is fifty percent (50%) of the prevailing monthly base pay for both officer and non-officer. Payment of Hazardous Duty Pay shall be paid thru individual ATM payroll account.

7. Radiation Hazard Pay

a. Description:

This is an incentive pay for PNP skilled personnel whose nature of work subject themselves to the hazards of over exposure to radioactive elements.

b. Coverage:

All PNP personnel assigned in PNP hospitals and dispensaries and/or laboratories who are covered by appropriate orders and who are working directly with X-ray units, cobalts, caesium or radioactive radiation but are not receiving sea duty, CDP, specialist or hazardous duty pay.

c. Procedure of Payment:

Claims for payment is done individually on the basis of appropriate orders issued by Chief, PNP specifying the exposure to the particular radioactive-active element.

Payment of said additional allowance is twenty-five (25%) of the prevailing monthly base pay authorized by rank.

Radiation hazard pay shall be paid thru individual ATM payroll account.

8. Incentive Pay

a. Description:

This pay is for members (licensed) of the Medical, Veterinary, Dental, Nursing, Legal Profession, Pilots, Engineers and Architects who joined the PNP.

b. Coverage:

All Police Commissioned Officers of the Medical, Veterinary, Dental, Nursing, Legal, Air Unit and Engineering who are performing actual duties and are assigned

- in any PNP Health Service (HS) as Medical Doctors, Dentist and Nurses
- in the Legal Service (LS) as Legal Officers (lawyers)
- in the Crime Laboratory (CL) as Medico Legal Officers
- in any PNP unit as Veterinarian
- in the Special Action Force (SAF) Air Unit as Pilots
- in the Engineering Service (ES) as Engineers and Architects

c. Procedure in Payment:

The incentive shall be paid thru individual ATM payroll account at a rate of Ten percent (10%) of the prevailing monthly base pay for Medical Doctors, Veterinarians, Dentists, Nurses, Lawyers, Pilots, Engineers and Architects.

9. Instructor's Duty Pay

a. Description:

This is an incentive allowance provided to all PNP uniformed personnel assigned in PNP training schools/centers or detailed with the PPSC and are required to teach, convey or communicate knowledge or supervise training activities or conduct researches or perform duties as training aides in one or more subjects.

b. Coverage:

All PNP officers and non-officers who are actually engaged and/or assisting in classroom teaching are entitled to receive Instructor's Duty Pay. This shall also cover instructors engaged in research or special investigation in some field or knowledge in order to establish facts or principles.

Assistance in classroom teaching include the preparation of instructional materials, field demonstration, laboratory work and gathering of data and other important materials for instructional use.

c. Procedures of Payment:

The respective PNP school shall prepare and file the vouchers for funding and payment at the following rates:

(a) All PNP personnel who are on actual teaching activities are granted an IDP of twenty-five (25%) of their prevailing monthly base pay provided that they satisfy the aggregate minimum monthly instructional time of 48 hours, to be computed as follows: One hour of actual classroom instruction is equivalent to one instructional hour and one and a half (1.5) hours of research work or two and a half (2.5) hours of supervisory activities shall be considered as one instructional hour.

(b) All PNP personnel who are assigned with major PNP training schools/centers and are performing activities supportive to classroom or field teaching or those who are designated as Field Training Officers (FTO) providing instructions and supervisions to police students/trainees during their field training program are granted a TDP of ten percent (10%) of their prevailing monthly base pay.

Payment for IDP shall be paid thru individual ATM payroll account.

10. Specialist Pay

a. Description:

This pay applies to deserving PNP Uniformed Personnel who are not assigned in critical areas (as to qualify them for police operation hazardous duty pay) and have demonstrated efficiency and effectiveness through skill, aptitudes, training, experiences and knowledge of specific police duties and specialties.

b. Coverage:

All deserving PNP Uniformed Personnel with particular positions within the unit/office.

c. Procedure of Payment:

Specialist Pay shall be paid quarterly thru individual ATM payroll account.

PO1 to PCSUPT – five percent (5%) of the prevailing monthly base pay per quarter.

11. Flying Pay

a. Description:

All PNP Pilots and Crew of aircrafts whose duty requires regular and frequent aerial flights.

b. Coverage:

All duly accredited PNP pilots provided they maintain flying time requirements of an average of four (4) hours of aerial per month.

Crew members of the PNP aircraft shall include the following:

- Any officer or non-officer who holds an aeronautical rating and who, as a result of this designation, is placed on a flying status.
- Any officer who is designated as Flight Surgeon or Flight Nurse.
- Any officer or non-officer who is assigned as a rated aircraft observe by virtue of a certificate of special course completed by him.
- Any PNP member whose flying status was specified as part of his duties and essential to the accomplishment of the aircraft mission.

c. Procedure of Payment:

The rate of Flying pay is placed at fifty percent (50%) of their prevailing monthly base pay and shall be paid thru individual ATM payroll account.

12. Sea Duty Pay

a. Description:

This is given to all PNP personnel who will be assigned in PNP units for law enforcement duties in our inland waters (lakes and river systems) and coastal/territorial waters.

b. Coverage:

It applies to all PNP personnel assigned with the PNP Maritime Group and any PNP unit requiring such personnel to be on board any other watercraft/vessel for the purpose of rendering official duties for not less than forty-eight (48) actual sailing hours per month. Other MG personnel who have not satisfied the aforesaid requirement shall receive Specialist Pay or Combat Duty Pay whichever is applicable.

c. Procedure of Payment:

Payment of Sea Duty Pay shall be based on appropriate orders. The rate of Sea Duty Pay is placed at twenty-five percent (25%) of their prevailing monthly base pay and shall be paid thru individual ATM payroll account.

13. NCRPO Incentive Pay (formerly CAPCOM Incentive Pay)

a. Description:

This is an incentive pay for NCRPO personnel only. This is premised on the uniqueness of NCRPO mission and functions vis-à-vis its area which is Metro Manila.

b. Coverage:

This applies to all PNP uniformed personnel assigned with NCRPO whether in the five (5) Police District or at (NCRPO headquarters provided they are not in detail or detached Service status.

c. Procedure of Payment:

Three percent (3%) of the prevailing monthly base pay to be incorporated in the monthly salary.

14. Special Clothing Allowance

a. Description:

This is given to uniformed personnel of the PNP whose frequent appearances in public affairs or frequent attendance to ceremonies and who are assigned in units/activities requires the wearing of presentable uniform at all times. This allowance is separate from the Winter Clothing Allowance.

b. Coverage:

All uniformed personnel of the PNP detailed to special duties as aides de camps, escorts and honor guards, PNP Band Members and base police.

c. Procedure of Payment:

Payment shall be based on appropriate orders after six months of service reckoned from the date of assignment/detail to such special duties at a rate of five percent (5%) of the prevailing monthly base pay per annum.

Payment shall be paid thru individual ATM payroll account.

15. Additional Laundry Allowance (formerly Laundry Allowance)

a. Description:

Money intended to defray the laundry costs of PNP uniformed personnel whose frequent appearances in public affairs or frequent attendance at ceremonies and who are assigned to units/activities requires the wearing of a presentable uniform at all times.

b. Coverage:

The following personnel who are duly covered with appropriate orders are entitled to receive the laundry allowances:

1. PCOs detailed as
 - a. Aides-de-Camp to the President, SILG, NAPOLCOM Chairman, Star-Rank Officers of the PNP and visiting foreign dignitaries.
 - b. Police Assistants to SILG and NAPOLCOM.
 - c. Police Liaison officers in Foreign facilities.
 - d. Camp Commander, NHQ PNP or his representative during honor escorts at Camp Crame.
2. PNP Uniformed Personnel assigned to/on detached service with/detailed as:
 - a. Presidential Security Group
 - b. PNP Base Police/Shore Patrol/Air Police Units
 - c. Permanently designated honor/escort companies of PNP
 - d. PNP Bands
 - e. Office of the Chairman, NAPOLCOM and Office of the Secretary of the DILG
 - f. Official drivers of the NHQ PNP Command Group and Directorial Staff, Regional Directors and NSU Directors
 - g. Chief Executive Senior Police Officer (former Sergeant Major)
 - h. Other officers whom the Chief, PNP may determine subject to approval of the Chairman, NAPOLCOM

c. Procedures of Payment:

Payment shall be paid thru individual ATM payroll account at a rate of two percent (2%) of the prevailing monthly base pay.

16. Cold Weather Clothing Allowance (CWCA)

a. Description:

This allowance, which is over and above other collateral allowances, is given to all uniformed personnel assigned in cold places where cold weather clothing is necessary if not required. This allowance enables PNP personnel to procure the prescribed cold weather clothing.

b. Coverage:

All PNP personnel assigned in certain areas within the following regions:

Cordillera Region (COR) (All)

Region 1 - Paredes Air Station, Brgy. Sapat, Pasuquin, Ilocos Norte
- Mt. Canlaw, Taleb, Bantay, Ilocos Sur

Region 2 - Batanes Province

Region 3 - LS Naulo Pt, Sta Cruz, Zambales
- Mt. Arayat, Magalang, Pampanga

Region 4A - Brgy Sampaloc, Tanay, Rizal
- Silang, Cavite
- Tagaytay City, Cavite

- Amadeo, Cavite
- Alfonso, Cavite
- Lukban, Quezon
- Region 4B - Lubang Island, Mindoro Occidental
- Region 5 - Parañal Air Stn, Jose Panganiban, Cam Nte
- Catanduanes Island-Province
- Mt. Kitwinan, Camalig, Albay
- Region 6 - Mt. Canlaon, Canlaon, Negros Occidental
- Mt. Cañapasan, Iloilo
- Region 7 - Mt. Ligid-ligid, Babag I, Busay, Cebu City
- Region 9 - Mt. Dulian, Pasonanca, Zamboanga City
- Region 10 - Bukidnon (all)
- Region 11 - Shrine Hills, Matina, Davao City
- Region 12 - Esparanza, Sultan Kudarat
- ARMM - Lanao del Sur (all)

c. Procedure of Payment

Payment shall be based on appropriate orders after six months of service reckoned from the date of assignment/detail to such area at a rate of ten percent (10%) of the prevailing monthly base pay per annum. Payment shall be paid thru individual ATM payroll account.

17. Winter Clothing Allowance

a. Description:

An allowance given to all uniformed personnel of the PNP who will undergo foreign schooling/training to support the expenses in procuring the required winter clothing abroad.

b. Coverage:

The Winter Clothing Allowance applies to all PNP personnel on schooling/training abroad provided they waive all other collateral allowances for the duration of their schooling/training

c. Procedure of Availment:

3 rd Level Officers	-	USD 500.00
2 nd Level Officers (PCOs)	-	USD 500.00
2 nd Level Officers (PNCOs)	-	USD 500.00

This allowance is paid in advance (via voucher) to individual PNP personnel.

18. Initial Clothing Allowance

a. Description:

This is given once in kind to new recruits of the PNP upon entry in the PNP service. The rates of clothing allowance shall depend upon the amount of the items to be granted and/or the prevailing market price.

b. Procedure of Availment:

The basic materials (uniform, undershirt, shoes, caps) are purchased at the GHQ PNP level, (centralized) and made into ready to wear (RTW) ITEMS. These are subsequently allocated in units where the PNP recruitment processing is tasked.

19. Replacement Clothing Allowance (RCA)

a. Description

This additional compensation is provided to all non-officer members of the PNP. This is intended to replace the initial gratuitous clothing issued to them upon recruitment.

b. Coverage:

All PNP non-officer members

c. Procedure of Payment:

Each individual PNP non-officer is entitled to the amount of P5,834.06 every after three (3) years of continuous service. The claim is usually made through vouchers individual filed at PNP Finance Center subject to issuance of orders.

20. Hardship Allowance

a. Description:

This allowance is a monetary incentive for PNP uniformed personnel assigned at stations and places which are considered isolated and inaccessible by normal air, water or land transportation, where there is little or no opportunity for such personnel to join their families during their tour of duty, and where the facilities within the station and the locality are inadequate to provide for the basic necessities of life.

b. Coverage:

All PNP uniformed personnel whose assignment falls under any of the following categories, to wit:

(1) Category I - The station/unit is inaccessible by a regularly scheduled means of public transportation.

(2) Category II - Facilities for billeting, messing, recreation, medical service, light and water, mail and cell sites, inside the station/Unit/Area of assignment are inadequate.

(3) Category III - Combination of both

c. Procedure of Payment:

Payment shall be thru individual ATM payroll account.

CATEGORY	RATE
I	Ten percent (10%) of the prevailing monthly base pay
II	Fifteen percent (15%) of the prevailing monthly base pay
III	Twenty-five (25%) of the prevailing monthly base pay

21. Burial Allowance

a. Description:

Monetary assistance to the bereaved family of a PNP uniformed personnel in the event of his/her death, regardless of the circumstances.

b. Coverage:

This allowance is given to the next of kin (whoever written as the immediate dependent in the Certificate of Legal Beneficiaries) of a deceased active PNP uniformed personnel.

c. Procedure of Payment:

Twenty Thousand Pesos (P20,000.00) standard rate to all deceased PNP Uniformed Personnel.

22. SAF Incentive Pay

a. Description:

This is an incentive pay for PNP uniformed personnel of the PNP Special Action Force (SAF) over and above other collateral allowances. This is premised on the uniqueness of the SAF mandate.

b. Coverage:

This applies to all PNP SAF personnel who have rendered at least two (2) years of continuous service with the PNP SAF provided that he/she has completed any of the mandatory foundation courses of the PNP SAF and that they are not on detail or Detached Service status to other unit. This incentive is premised on their continued stay in the PNP SAF and shall be terminated upon reassignment to other unit.

c. Procedure of Payment:


Ten percent (10%) of the prevailing monthly base pay to be incorporated in the monthly salary and paid through individual ATM payroll account.

This Resolution shall take effect after fifteen (15) days from the filing of a copy hereof with the University of the Philippines Law Center, Office of the National Administrative Registrar pursuant to Sections 3 and 4, E.O. 292 of the Administrative Code.

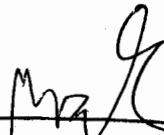
Any policies, directives, and other issuances which are in conflict herewith are hereby rescinded or modified accordingly.

Let a copy of this Resolution Let a copy of this Resolution be submitted to the Department of Budget and Management for its information and reference.

APPROVED this 11th day of JULY, 2018 in Quezon City, Philippines.


Hon. EDUARDO M. AÑO
Officer-in-Charge, Office of the SILG




ATTY. ROGELIO T. CASURAO
Commissioner
Vice Chairman and Executive Officer



FELIZARDO M. SERAPIO, JR.
Commissioner


JOB M. MANGENTE
Commissioner


ZENONIDA F. BROSAS
Commissioner


OSCAR D. ALBAYALDE
Commissioner

Attested by:


ELVIRA M. BAUTISTA
Acting Chief, Secretariat