



REPUBLIC OF THE PHILIPPINES  
**SANGGUNIANG PANLUNGSOD**  
CITY OF MANDALUYONG



ORDINANCE NO. 1039, S-2025

**AN ORDINANCE GRANTING THE AMOUNT OF FIVE THOUSAND PESOS (P5,000.00) AS ONE-TIME GRATUITY PAY FOR FY 2025 FOR QUALIFIED CONTRACT OF SERVICE AND JOB ORDER WORKERS OF THE CITY GOVERNMENT OF MANDALUYONG**

WHEREAS, on December 11, 2025, President Ferdinand Marcos, Jr. issued Administrative Order No. 39 (AO 39) authorizing the grant of gratuity pay to Contract of Service (COS) and Job Order (JO) workers in Government for FY 2025;

WHEREAS, the said grant shall be governed by the guidelines on the grant of Gratuity Pay to the Contract of Service (COS) and Job Order (JO) workers for Fiscal Year 2025 issued by the Department of Budget and Management (DBM), by virtue of Budget Circular No. 2025-4, issued on December 15, 2025;

WHEREAS, AO 39 recognizes that while COS and JO workers in the government are paid salaries or wages equivalent to those received by personnel occupying comparable positions in government and a premium of up to 20% of such salary or wage, they do not enjoy the benefits accorded to regular government employees, as they have no employer-employee relationship with the government;

WHEREAS, granting a one-time gratuity pay to the COS and JO workers is in recognition of their hard work and valuable participation in the implementation of various programs, activities and projects of the government, and their pivotal role in the delivery of government services amidst the present socio-economic challenges;

WHEREAS, AO 39 likewise covers COS and JO workers in the local government units (LGUs) and authorizes the LGUs to grant one-time gratuity pay in an amount not exceeding P7,000.00. The cost of the gratuity pay shall be chargeable to the available funds of the LGU for FY 2025.

NOW, THEREFORE, be it **ORDAINED** by the Sangguniang Panlungsod of the City of Mandaluyong, in session assembled:

Section 1. **GRATUITY PAY FOR QUALIFIED CONTRACT OF SERVICE AND JOB ORDER WORKERS OF THE CITY GOVERNMENT OF MANDALUYONG** – In the exercise of prudence and judicious use of government funds, a gratuity pay in the amount of Five Thousand Pesos (P5,000.00) shall be granted to all qualified COS and JO workers of the City Government of Mandaluyong, subject to the guidelines prescribed in the next Section.

Section 2. **GUIDELINES ON THE GRANT OF GRATUITY PAY FOR FY 2025** – The grant of the one-time gratuity pay to COS and JO workers shall be subject to the following conditions:

- a. The COS and JO workers rendered a total or an aggregate of at least four (4) months actual satisfactory performance of services, as stipulated in their respective contracts, as of December 15, 2025; and

- b. The contracts of the COS and JO are still effective as of December 15, 2025.
- c. Those who have rendered less than a total or aggregate of four (4) months of actual satisfactory performance of service, as stipulated in their contracts, as of December 15, 2025, shall be entitled to a pro-rated share of the gratuity pay in the following schedule:

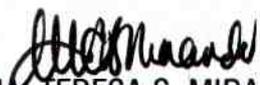
<b>Length of Service</b>	<b>Amount of Gratuity Pay</b>
3 months but less than 4 months	Not exceeding P4,000.00
2 months but less than 3 months	Not exceeding P3,000.00
less than 2 months	Not exceeding P2,000.00

- d. Actual service shall refer to services rendered on-site. Alternative work arrangements prescribed under COA-DBM JC No. 01, s.2022 shall be considered as actual service.

- Section 3. **SOURCE OF FUND** – The cost of the gratuity pay for COS and JO workers shall be taken from the available funds of the City Government of Mandaluyong for FY 2025.
- Section 4. **SEPARABILITY CLAUSE** – If any provision of this Ordinance is determined to be invalid, illegal or unenforceable, its remaining provisions shall remain in full force as though this Ordinance did not originally include such invalid, illegal, or unenforceable provision.
- Section 5. **EFFECTIVITY** – This Ordinance shall take effect immediately after approval.

ENACTED on this 26<sup>th</sup> day of December 2025, in the City of Mandaluyong.

I HEREBY CERTIFY THAT THE FOREGOING ORDINANCE WAS ENACTED BY THE SANGGUNIANG PANLUNGSOD OF MANDALUYONG IN A SPECIAL SESSION HELD ON THE DATE AND PLACE FIRST ABOVE GIVEN.

  
MA. TERESA S. MIRANDA  
Sanggunian Secretary

ATTESTED BY:

APPROVED BY:

  
ANTONIO DLS. SUVA, JR.  
City Vice Mayor  
& Presiding Officer

  
CARMELITA A. ABALOS  
City Mayor

Date: DEC 26 2025

DISTRICT I



CHARISSE MARIE ABALOS-VARGAS  
Councilor



ANJELO ELTON P. YAP  
Councilor



DANILO L. DE GUZMAN  
Councilor



CARISSA MARIZ S. MANALO  
Councilor



GRACE MARIE V. ANTONIO  
Councilor



ESTANISLAO V. ALIM III  
Councilor

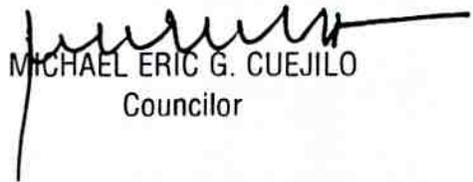
DISTRICT II



BENJAMIN A. ABALOS III  
Councilor



ALEXANDER C. STA. MARIA  
Councilor



MICHAEL ERIC G. CUEJILO  
Councilor



FERNANDO S. OCAMPO  
Councilor



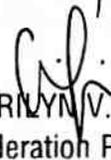
REGINALD S. ANTONIO  
Councilor



LESLIE F. CRUZ  
Councilor



DARWIN A. FERNANDEZ  
LnB President



CHERRILYN V. MINA  
SK Federation President