



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
BONCODIN HALL, GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**BUDGET CIRCULAR**

No. 2018 - 2  
March 15, 2018

**TO :** All Heads of Departments, Bureaus, Offices, and Agencies of the National Government, Including State Universities and Colleges (SUCs); Government-Owned or -Controlled Corporations (GOCCs); Local Government Units (LGUs); and All Others Concerned

**SUBJECT :** Re-allocation of Radiologic Technologist Positions

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**1.0 Background**

Item (4)(c) of Congress Joint Resolution No. 4 (*Joint Resolution Authorizing the President of the Philippines to Modify the Compensation and Position Classification System of Civilian Personnel and the Base Pay Schedule of Military and Uniformed Personnel in the Government, and For Other Purposes*) approved on June 17, 2009 provides for the review by the Department of Budget and Management (DBM) of the salary grade assignments of certain positions for possible modifications in view of organizational, technological, professional and other developments.

The field of Radiology has evolved to become a vital component of health care by being a key diagnostic tool for diseases and as an instrument for monitoring treatments. Relatedly, Radiologic Technologists, who have become key members of the health care team in health establishments, have to keep pace with technological developments and be knowledgeable in all modalities of radiologic examination and monitoring.

In view thereof, the review and re-allocation of the Radiologic Technologist series of positions was conducted by the DBM.

**2.0 Purpose**

This Circular is issued to prescribe the rules and regulations on the re-allocation of the Radiologic Technologist II to Radiologic Technologist V classes of positions.

### **3.0 Coverage**

This Circular covers all Radiologic Technologist II, III, IV, and V positions, whether regular, casual, or contractual in nature, full-time or part-time, now existing or hereafter created in the national government agencies (NGAs), including SUCs and GOCCs, and in LGUs covered by the Compensation and Position Classification System under Republic Act (RA) No. 6758 or the "Compensation and Position Classification Act of 1989," as amended.

### **4.0 Re-allocation of Radiologic Technologist Classes of Positions**

The following classes of Radiologic Technologist positions are hereby re-allocated:

| <b>Position Title</b>       | <b>Salary Grade</b> |           |
|-----------------------------|---------------------|-----------|
|                             | <b>From</b>         | <b>To</b> |
| Radiologic Technologist II  | 13                  | 15        |
| Radiologic Technologist III | 15                  | 18        |
| Radiologic Technologist IV  | 18                  | 20        |
| Radiologic Technologist V   | 20                  | 22        |

The Radiologic Technologist I position will continue to be allocated to Salary Grade 11.

### **5.0 Rules for Adjusting Salaries of Radiologic Technologist Positions**

#### **5.1 For NGAs and GOCCs**

5.1.1 The salaries of the incumbents of Radiologic Technologist II, III, IV, and V positions shall be adjusted to the rates for the respective salary grades as re-allocated under Item 4.0 hereof, at the same steps as those of the previous salary grade allocations of their positions.

5.1.2 The new salary rates shall be in accordance with the Third Tranche Monthly Salary Schedule for Civilian Personnel of the National Government under National Budget Circular No. 572 (Implementation of the Third Tranche Compensation Adjustment for Civilian Personnel in the National Government) dated January 3, 2018 or the modified salary schedule being implemented by a GOCC.

#### **5.2 For LGUs**

5.2.1 The salaries of the incumbents of Radiologic Technologist II, III, IV, and V positions shall be adjusted to the rates for the respective salary



grades as re-allocated under Item 4.0 hereof, at the same steps as those of the previous salary grade allocations of their positions.

5.2.2 The new salary rates shall be in accordance with the applicable Salary Schedule adopted by the LGU pursuant to the provisions of Item 5.5 of Local Budget Circular No. 115 (Implementation of the Third Tranche Compensation Adjustment for Local Government Personnel) dated January 3, 2018.

5.2.3 The subject re-allocation of positions in LGUs is not within the purview of Section 325(f) of R.A. No. 7160 which provides that: "No changes in designation or nomenclature of positions resulting in a promotion or demotion in rank or increase or decrease in compensation shall be allowed, except when the position is actually vacant x x x."

## **6.0 Preparation of Notices of Position Allocation and Salary Adjustment (NPASA)**

6.1 The Human Resource Management Officer/Administrative Officer shall prepare NPASAs, following the format attached as Annex "A." The Head of Agency/Local Chief Executive shall issue a NPASA to each employee concerned.

6.2 The Government Service Insurance System shall be furnished a copy of the NPASA if the employee is a member thereof.

6.3 Salary adjustments under this Circular shall be subject to review and post audit, and to appropriate re-adjustment if found not in order. The recipient employees shall refund any overpayments received.

## **7.0 Fund Sources**

7.1 For NGAs, the amounts required to implement the re-allocation of Radiologic Technologist positions shall be charged against their respective agency budgets for Personnel Services (PS) authorized under RA No. 10964 or the FY 2018 General Appropriations Act. In case of deficiency, the agency may submit a request to the DBM for the release of funds chargeable against the Miscellaneous Personnel Benefits Fund.

7.2 For GOCCs, the amounts required shall be charged against their respective approved corporate operating budgets.

7.3 For LGUs:

7.3.1 The amounts required to implement said re-allocation of positions shall be charged to their respective local government funds, subject to the PS limitation in LGU budgets pursuant to Sections 325(a) and 331(b) of RA No. 7160.

## 8.0 Responsibilities of Heads of Agencies/Local Chief Executives

## 9.0 Effectivity

**BENJAMIN E. DIOKNO**  
Secretary



*[Signature]*

# Notice of Position Allocation and Salary Adjustment

Date: \_\_\_\_\_

Mr./Ms. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dear \_\_\_\_\_:

Pursuant to Budget Circular No. \_\_\_\_\_ dated \_\_\_\_\_, 2018, your position of \_\_\_\_\_, SG-\_\_\_\_\_, Item No./Unique Item No. \_\_\_\_\_ in the \_\_\_\_\_ (Name of Agency) \_\_\_\_\_, FY 2018 Personnel Services Itemization and/or Plantilla of Personnel as of \_\_\_\_\_, has been re-allocated to \_\_\_\_\_, SG-\_\_\_\_\_, per item 4.0 of said Circular. Your salary is hereby adjusted effective (April 1, 2018), as follows:

1. Adjusted monthly basic salary effective \_\_\_\_\_  
 SG: \_\_\_\_\_, Step \_\_\_\_\_ ₱ \_\_\_\_\_
2. Actual monthly basic salary as of \_\_\_\_\_  
 SG: \_\_\_\_\_, Step \_\_\_\_\_ ₱ \_\_\_\_\_
3. Monthly salary adjustment ₱ \_\_\_\_\_

It is understood that this salary adjustment is subject to review and post-audit, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,

\_\_\_\_\_  
 Head of Agency/Local Chief Executive