



Republika ng Pilipinas  
**KAGAWARAN NG KATARUNGAN**  
*Department of Justice*  
Manila

**MEMORANDUM CIRCULAR** 001

To: **All Officials and Employees**  
**All Concerned**

Subject: **Monthly Net Take Home Pay**

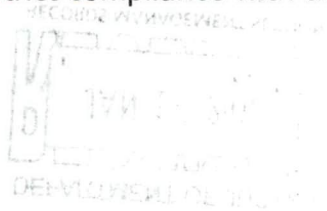
Date: JAN 09 2018

Pursuant to Section 48, Republic Act No. 10964 or the General Appropriations Act of 2018, the monthly net take home pay of employees effective January 2018 **shall not be lower than FIVE THOUSAND PESOS (P5,000)**.

For purposes of complying with the President's Veto Message on the subject, deductions from salaries and other benefits accruing to any employee are allowed for the payment of **compulsory contributions or obligations** to the Bureau of Internal Revenue, Philippine Health Insurance Corporation (PhilHealth), Government Service Insurance System, and Home Development Mutual Fund (Pag-ibig Fund), as well as **membership dues/contributions** to DOJ employee's associations or organizations, or cooperative (*i.e.*, DOJEA, DOJ Provident Fund, SPAI, PLP, CPROSA, OSJEMPC).

Payment of loans extended either by the aforementioned entities or by financing/loan associations outside of the DOJ, may be allowed under the salary deduction facility **subject to written agreement with the Management** (thru the Administrative and Financial Services) to secure for the employees the most favorable terms possible for the protection of their rights and promotion of their interest.

The Director, Administrative Service, through the Payroll Section, shall monitor strict compliance with this issuance.



**VITALIANO N. AGUIRRE II**  
*Secretary*

Department of Justice  
CN : 0201801054

