


Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Intramuros, Manila

**LABOR ADVISORY NO. 11**  
**Series of 2015**

**Payment of Wages for the Regular Holidays  
and Special (Non-working) Days for the Year 2016**

DEPARTMENT OF LABOR AND EMPLOYMENT Administrative Service Central Records Section-ASRD	
DATE:	9/1/15
TIME:	11:00
RECEIVED BY:	

Pursuant to Proclamation No. 1105 issued by President Benigno S. Aquino III on August 20, 2015, the following rules for pay on regular holidays and special days shall apply:

1. **Regular Holidays – January 1, March 24, March 25, April 9, May 1, June 12, August 29, November 30, December 25, December 30, Eid'l Fitr (to be proclaimed) and Eidul Adha (to be proclaimed)**
  - 1.1 If the employee did not work, he/she shall be paid 100% of his/her salary for that day **[(Daily rate + COLA) x 100%]<sup>1</sup>**;
  - 1.2 For work done during the regular holiday, the employee shall be paid 200% of his/her regular salary for that day for the first eight hours **[(Daily rate + COLA) x 200%]<sup>1</sup>**;
  - 1.3 For work done in excess of eight hours (overtime work), he/she shall be paid an additional 30% of his/her hourly rate on said day **[Hourly rate of the basic daily wage x 200% x 130% x number of hours worked]**;
  - 1.4 For work done during a regular holiday that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her daily rate of 200% **[(Daily rate + COLA) x 200%] + [30% (Daily rate x 200%)]**; and
  - 1.5 For work done in excess of eight hours (overtime work) during a regular holiday that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her hourly rate on said day **(Hourly rate of the basic daily wage x 200% x 130% x 130% x number of hours worked)**.

<sup>1</sup> Cost of Living Allowance (COLA) is included in the computation of holiday pay

**2. Special (Non-Working) Days – January 2, February 8, February 25, March 26, August 21, October 31, November 1, December 24 and December 31**

- 2.1 If the employee did not work, the “no work, no pay” principle shall apply unless there is a favorable company policy, practice or collective bargaining agreement (CBA) granting payment on a special day;
- 2.2 For work done during the special, he/she shall be paid an additional 30% of his/her daily rate on the first eight hours of work **[(Daily rate x 130%) + COLA]**;
- 2.3 For work done in excess of eight hours (overtime work), he/she shall be paid an additional 30% of his/her hourly rate on said day **(Hourly rate of the basic daily wage x 130% x 130% x number of hours worked)**;
- 2.4 For work done during a special day that also falls on his/her rest day, he/she shall be paid an additional 50% of his/her daily rate on the first eight hours of work **[(Daily rate x 150%) + COLA]**; and
- 2.5 For work done in excess of eight hours (overtime work) during a special day that also falls on his/her rest day, he/she shall be paid an additional 30% of his/her hourly rate on said day **(Hourly rate of the basic daily wage x 150% x 130% x number of hours worked)**.

Be guided accordingly.

  
**REBECCA C. CHATO**  
Acting Secretary

27 August 2015





MALACAÑAN PALACE  
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

PROCLAMATION NO. 1105

**DECLARING THE REGULAR HOLIDAYS AND SPECIAL (NON-WORKING) DAYS  
FOR THE YEAR 2016**

**WHEREAS**, Republic Act (RA) No. 9492 (s. 2007) amended Section 26, Chapter 7, Book 1 of Executive Order (EO) No. 292, also known as the Administrative Code of 1987, by declaring certain days (specific or movable) as special or regular holidays;

**WHEREAS**, RA No. 9492 provides that holidays, except those which are religious in nature, are moved to the nearest Monday unless otherwise modified by law, order or proclamation;

**WHEREAS**, RA No. 9849 provides that the Eidul Adha shall be celebrated as a national holiday;

**WHEREAS**, on 8 February 2016, Chinese nationals all over the world will celebrate their Spring Festival, popularly known as the Chinese New Year, which is one of the most revered and festive events celebrated not only in China but also in the Philippines, and such date may be declared as a special (non-working) day without detriment to public interest;

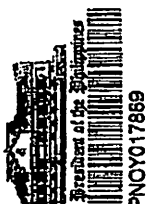
**WHEREAS**, on 25 February 2016, the country will commemorate the 30<sup>th</sup> Anniversary of the EDSA People Power Revolution, which restored and ushered political, social and economic reforms in our country;

**WHEREAS**, Black Saturday, which falls on 26 March 2016, has been traditionally declared as a special (non-working) day throughout the country, the observance of the Holy Week being one of the most cherished traditions of our predominantly Catholic people;

**WHEREAS**, declaring 2 January 2016 (Saturday), 31 October 2016 (Monday), 24 December 2016 (Saturday), and 31 December 2016 (Saturday, last day of the year) as additional special (non-working) days throughout the country will strengthen family ties by providing longer New Year, All Saints' Day, and Christmas weekends and will promote domestic tourism as well;

**NOW, THEREFORE, I, BENIGNO S. AQUINO III**, by virtue of the powers vested in me by the Constitution as President of the Philippines, do hereby declare:

**SECTION 1.** The following regular holidays and special holidays for the year 2016 shall be observed in the country:



**A. Regular Holidays**

New Year's Day	-	1	January (Friday)
Maundy Thursday	-	24	March
Good Friday	-	25	March
Araw ng Kagitingan	-	9	April (Saturday)
Labor Day	-	1	May (Sunday)
Independence Day	-	12	June (Sunday)
National Heroes Day	-	29	August (Last Monday of August)
Bonifacio Day	-	30	November (Wednesday)
Christmas Day	-	25	December (Sunday)
Rizal Day	-	30	December (Friday)

**B. Special (Non-Working) Days**

Chinese New Year	-	8	February (Monday)
EDSA People Power Revolution	-	25	February
Black Saturday	-	26	March
Ninoy Aquino Day	-	21	August (Sunday)
All Saints Day	-	1	November (Tuesday)
Additional special (non-working) days	-	2	January (Saturday)
	-	31	October (Monday)
	-	24	December (Saturday)
	-	31	December (Saturday)

**SECTION 2.** The proclamations declaring national holidays for the observance of Eid'l Fitr and Eidul Adha shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hijra) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos (NCMF) shall inform the Office of the President of the actual dates on which these holidays shall respectively fall.

**SECTION 3.** The Department of Labor and Employment (DOLE) shall promulgate the implementing guidelines for this Proclamation.

**SECTION 4.** This Proclamation shall take effect immediately.

**SECTION 5.** This Proclamation shall be published in a newspaper of general circulation.



**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

Done in the City of Manila this <sup>20th</sup> day of <sup>August</sup> in the Year of our Lord, Two Thousand and Fifteen.

By the President:

  
**PAQUITO N. OCHOA, JR.**  
Executive Secretary



  
**CERTIFIED COPY**  
  
**MARIAM M. DIMANDAL**  
Director IV