



OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION  
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

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**MEMORANDUM NO. 29**

Series of 2021

**TO : All Vice Chancellors, Deans, Directors and Unit Heads**

**SUBJECT: Hazard Pay for UPLB ICS under Externally  
Funded Project/Office**

Pursuant to OVPA Memorandum No. NGY 21-80 issued on 08 June 2021, all UPLB staff and workers under Individual Contract of Service (ICS) shall be entitled to the grant of COVID-19 hazard pay in an amount not exceeding PhP500 per day per person who physically report for work during the Enhanced Community Quarantine (ECQ) and Modified Community Quarantine (MECQ) per Malacanang AO No. 43 issued on 1 June 2021.

ICS workers who have been authorized by their respective Heads of Offices/Units to physically report to their work/work stations are entitled to COVID-19 hazard pay. Their payment shall be charged against the available released MOOE allotment to CUs under GF, without need for prior authority, provided that all authorized mandatory expenses shall have been paid first.

In this regard, funding for payment of hazard pay for UPLB ICS under externally funded projects/offices must have the prior approval of their project's funding agency/ies.

For compliance.

**ROLANDO T. BELLO**  
Vice Chancellor