



**Labor Advisory No. 11-A
Series of 2014**

**CLARIFICATION ON THE APPLICATION OF ITEM NO. 8 OF
LABOR ADVISORY NO. 11, SERIES OF 2014**

In the interest of labor justice and to encourage employers to voluntarily comply with labor laws and other social legislations, the 30-day period of compliance as mentioned in Labor Advisory No. 11, Series of 2014, may be extended in the following instances, but not to exceed six (6) months from issuance hereof:

1. When an establishment seeks an extension of the 30-day period for any of the following reasons:
 - a. if immediate payment will adversely affect its financial viability;
 - b. if employment records are so voluminous that the full amount to be refunded cannot be easily ascertained; or
 - c. if the establishment is prevented from immediately paying due to inclement weather conditions; or
2. When there is a written agreement between the establishment and the employee/s concerned attested before the Regional Director or his duly authorized representative.

The Labor Laws Compliance Officer (LLCO) shall assist in the execution of a settlement or commitment document specifying that payment shall be made in full or in installments subject to the approval of the Regional Director and/or his duly authorized representative.

LLCOs shall likewise encourage the establishment to effect payment by tendering the amount in cash, through issuance of post-dated checks, or by incorporating the amount to be refunded in its payroll system.

The Certificates of Compliance of establishments which failed to conform to Labor Advisory No. 11, Series of 2014, and this Advisory shall be revoked if no correction is made after the Compliance Visit procedure under Department Order No. 131, Series of 2013, has been made and the period for correction has lapsed.

Be guided accordingly.


ROSALINDA DIMAPILIS-BALDOZ
Secretary

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