

**ATENEO DE MANILA UNIVERSITY and
ATENEO DE MANILA UNIVERSITY EMPLOYEES AND WORKERS UNION**

MINUTES OF THE MEETING – 11 SEPTEMBER 2024 / FABER HALL 101

AGENDA:

- Review of the Minutes of the September 4, 2024 CBA Negotiation Meeting
- Presentation of the ADMIN's counter-proposal for the economic provisions

ATTENDEES:

For AEWU: 1. Raymond C. Tano 2. Nolan P. Villena 3. Christy Joy R. Summer 4. Angelo D. Enriquez 5. Richard S. Yap 6. Eugene U. Bulatao 7. Julieta T. Ramos 8. Rogelio S. Ansano III 9. Reagan D. Diaz 10. Rhoderick N. Torres 11. Alejandro E. Ogayon 12. Norberto L. Canonigo 13. David G. Panogadia Observer: Ariston V. Velasco, Jr.	For ADMIN: 1. Carmela C. Oracion, EdD 2. Arch. Michael M. Canlas 3. Luis F. Dumlao, PhD 4. Cristina R. Cabudsan Observer: Tirso U. Raza
Assisted by: 1. Atty. Eldrin Paul Garcia	Assisted by: 1. Atty. Edgardo Roman Manuel C. Balois 2. Atty. Maria Caterina Cristina R. Lopa 3. Atty. Abbygail M. Suria
	Secretariat: 1. Tomas L. Testa IV 2. Kaye Angela A. Reyes 3. Zaira Camille P. Cabaron

I. **Quorum:** Declared at around 9:48 a.m.

II. **Meeting Proper:**

1. Prayer led by Arch. Michael M. Canlas.

2. Introduction of the Union and Admin Panel observers: Mr. Tirso U. Raza for the Admin Panel and Mr. Ariston V. Velasco, Jr. for the Union Panel.
3. Review of the Minutes of the 4 September 2024 Meeting.
 - Page 1, first bullet under the Agenda should be August 14 and 28, 2024.
 - Both Panels agreed to finalize the Minutes as corrected.
4. The ADMIN had a further discussion on the proposed CBA Appendix A given the confusion about the document that surfaced in the previous meeting. A copy of the presentation of the ADMIN is attached hereto as **Annex 1**.
 - The Union retained its position that the ADMIN's proposal on Appendix A is still deferred.
5. Break requested by ADMIN at 10:38 AM
6. Resumed at 11:14 AM
7. Signing of the Minutes of the September 4, 2024 Meeting.
8. Break requested by UNION at 11:20 AM
9. Resumed at 1:35 PM
 - The UNION expressed a concern about a Maintenance Staff who was allegedly brought to the University clinic because "her jaw stiffened".. The UNION claimed that this was because of stress due to the recently implemented Work Rotation.
10. Break requested by ADMIN at 1:45 PM
11. Resumed at 2:11 PM
12. The ADMIN said that upon checking with OUPC, the Maintenance Staff has already been attended to and monitored by members from the OUPC. She is able to respond to them clearly. Moreover, ADMIN stated that at this point, there is no way to ascertain whether the medical emergency directly was directly caused by the Work Rotation. Other than this, there is no other information that was shared due to doctor-patient privilege.
13. Presentation of ADMIN of their counter-proposal on the economic provisions, beginning with the background for CBA negotiations in the context of an educational institution. A copy of the presentation of the ADMIN is attached hereto as **Annex 2**.
14. Both Parties agreed to have a snack break at 2:48 PM

15. Resumed at 3:17 PM

16. Continuation of the presentation of the ADMIN.

- The Union confirmed that they have no clarifications on the ADMIN's presentation since they believe that Ateneo can afford the amounts included in their proposal. The Union also requested for the TIP figure.
- A hard copy of Ateneo's Audited Financial Statement (FY 2023-2024) was given to the UNION.

17. ADMIN presented its counter proposals on economic items of the CBA.

- **ARTICLE IX. WAGES**

SECTION 3. WAGE INCREASE To be determined

- **ARTICLE X. SIGNING BONUS**

The Administration shall grant each Union member a Goodwill Signing Bonus of Php 3,500.00 subject to the conditions that the negotiation is concluded:

1. in the bargaining table peacefully, cordially, and amicably;
2. without the declaration of a deadlock or without filing of notice of strike; and
3. with no third-party intervention or arbitration whether compulsory or voluntary.

- **ARTICLE XI. RICE ALLOWANCE**

Section 1. The Administration will give a rice allowance per month, as follows:

- a. June 1, 2024 to May 31, 2025 - One Thousand Five Hundred and Fifty Pesos (P1,550.00);
- b. June 1, 2025 - May 31, 2026 - One Thousand Five Hundred and Fifty Pesos (P1,550.00);
- c. June 1, 2026 - May 31, 2027 - One Thousand Five Hundred and Fifty Pesos (P1,550.00)

- **ARTICLE XIII. OVERTIME AND REST DAY PAY**

- **SECTION 5. UNION OUTING/EXCURSION.** Retain the existing provision.

- **ARTICLE XV. DEPENDENTS' ALLOWANCE**

SECTION 1. ENTITLEMENT. Every full time covered permanent employee who is legally married shall receive a dependent's allowance for each legitimate or legally adopted child/ren under 23 years of age who is/ are not married or gainfully employed and disabled child/ ren, regardless of age.

Disabled child/ren, as used in this provision, is that as provided for and defined under Republic Act No. 7875. The dependent's allowance shall be

Year 1: Six Hundred and Twenty Five Pesos (P625.00)

Year 2: Six Hundred and Twenty Five Pesos (P625.00)

Year 3: Six Hundred and Twenty Five Pesos (P625.00)

until modified by the Parties.

- **ARTICLE XVI. FAMILY SUBSIDY**

SECTION 1. Every full time covered permanent employee who is single or legally married but without legitimate or legally adopted children under the age of 23 shall receive a subsidy, as follows:

a. June 1, 2024 to May 31, 2025 - Five Hundred and Twenty-Five Pesos (P525);

b. June 1, 2025 - May 31, 2026 - Five Hundred and Twenty-Five Pesos (P525);

c. June 1, 2026 - May 31, 2027 - Five Hundred and Twenty-Five Pesos (P525);

- **SECTION 2. Union Educational Benefit.** Retain the existing provision.

- **SECTION 5. UNUSED VACATION LEAVES.** Accept Union's proposal. Parties agreed to the following:

SECTION 5. UNUSED VACATION LEAVES.

1. Vacation leave credits do not accumulate.

2. If an employee is unable to go on vacation at any time within the fiscal year owing to the demands of his/her

work, as certified to by his/her supervisor, unit head, and as approved by the UHROSS Director, all unused earned vacation leave credits as of the end of the fiscal year shall be converted to cash and released to the employee 2 months after the end of the fiscal year of each year.

3. The cash equivalent of the unused vacation leave credits shall be computed according to the covered employee's gross pay at the end of the fiscal year (May 31) of the year it is encashed.

- **SECTION 2. BEREAVEMENT ASSISTANCE.** For death of legitimate spouse, legitimate children, parents, parents-in- law, brother or sister, the Administration will grant bereavement assistance per employee family amounting to:

- a. June 1, 2024 to May 31, 2025 - Twelve Thousand Pesos (P12,000.00);
- b. June 1, 2025 - May 31, 2026 - Twelve Thousand Pesos (P12,000.00);
- c. June 1, 2026 - May 31, 2027 - Twelve Thousand Pesos (P12,000.00);

- **ARTICLE XXIV. HEALTH CARE**

- **SECTION 1. HEALTH CARE PLAN.** Parties agreed to retain the ff. provision:

Section 1. Health Care Plan.

The Administration shall periodically review its health care plan for the purpose of upgrading existing benefit levels and providing additional desirable features that could be made available to employees for themselves and their dependents. Dependents include those up to 23 years of age who are full-time students, single, and not gainfully employed.

18. The UNION stated that they would like to defer the economic provisions. The ADMIN stated that negotiation proper has not started and the ADMIN only presented their counter-proposal for the economic provisions. The UNION concurred and said that they will study the counter-proposal of the ADMIN.

19. Summary of Discussions on provisions:

AGREED	TO BE DISCUSSED
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• ARTICLE XVIII. VACATION LEAVE WITH PAY. Section 5. UNUSED VACATION LEAVES • ARTICLE XXIV. HEALTH CARE SECTION 1. HEALTH CARE PLAN.	• ARTICLE IX. WAGES. SECTION 3. WAGE INCREASE • ARTICLE X. SIGNING BONUS • ARTICLE XI. RICE ALLOWANCE. Section 1. • ARTICLE XIII. OVERTIME AND REST DAY PAY. SECTION 5. UNION OUTING/EXCURSION. • ARTICLE XV. DEPENDENTS' ALLOWANCE. SECTION 1. ENTITLEMENT. • ARTICLE XVI. FAMILY SUBSIDY. SECTION 1. • ARTICLE XVI. FAMILY SUBSIDY. SECTION 2. Union Educational Benefit. • ARTICLE XXII. BEREAVEMENT LEAVE AND ASSISTANCE. SECTION 2. BEREAVEMENT ASSISTANCE.
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20. Closing prayer was led by Mr. Rogelio Ansano III.

The meeting was adjourned at 3:39 p.m.

FOR THE UNION:

[REDACTED]

RAYMOND C. TANO
President

FOR THE ADMINISTRATION:

[REDACTED]

CARMELA C. ORACION, EdD
Co-Chairperson