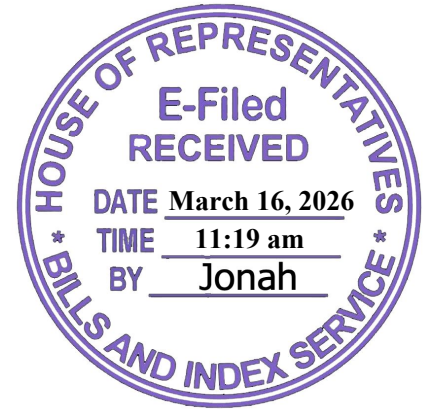


Republic of the Philippines
HOUSE OF REPRESENTATIVES
Quezon City, Metro Manila

TWENTIETH CONGRESS
First Regular Session

HOUSE BILL NO. 8508



Introduced by **ANG PROBINSYANO**
Party-List Representative Alfred Delos Santos

EXPLANATORY NOTE

The 1987 Constitution of the Philippines affirms labor as a primary social and economic force and mandates the State to protect the rights of workers and promote their welfare. Article II, Section 18 recognizes the vital role of labor in national development, while Article XIII, Section 3 directs the State to afford full protection to labor and ensure humane conditions of work. These constitutional guarantees extend to all workers, including employees in the public sector who carry the responsibility of delivering essential government services to the Filipino people.

In recent years, the nature of work has undergone significant transformation due to rapid technological advancement, digitalization of government services, and the increasing demand for more efficient and responsive public administration. Government agencies are gradually transitioning toward digital governance, online service delivery, and integrated information systems. These developments require modern work arrangements that allow government institutions to maximize the benefits of information and communications technology while maintaining high standards of accountability and productivity.

At the same time, persistent challenges such as traffic congestion in major urban centers, particularly in Metro Manila and other highly urbanized areas, continue to affect the efficiency and well-being of government employees. Long commuting hours not only reduce productivity but also affect employee health, work-life balance, and overall public service efficiency. Flexible and technology-enabled work arrangements have therefore emerged as practical solutions to address these structural challenges in public sector employment.

The Philippine government has already recognized the importance of telecommuting in the private sector through the enactment of Republic Act No. 11165, which authorizes voluntary telecommuting arrangements between employers and employees in private enterprises. The law encourages the

adoption of remote work systems through the use of information and communications technology, thereby promoting productivity while improving work-life balance for workers.

Within the public sector, the Civil Service Commission has issued several policy guidelines encouraging flexible work arrangements and output-based performance management. Meanwhile, the Department of Information and Communications Technology continues to promote digital transformation across government agencies as part of the broader national strategy for e-governance and digital public service delivery.

Despite these developments, telecommuting in the government sector remains largely dependent on administrative guidelines rather than a comprehensive statutory framework. There is currently no law that institutionalizes telecommuting as a structured work arrangement for government employees while ensuring accountability, performance monitoring, and the uninterrupted delivery of public services.

This measure seeks to address this policy gap by establishing a clear legal framework for telecommuting in the public sector. The bill aims to institutionalize technology-enabled work arrangements in government agencies by directing them to adopt appropriate telecommuting policies, providing capacity-building and digital training programs for employees transitioning to remote work systems, and establishing monitoring mechanisms to ensure that productivity and service delivery standards are maintained.

The proposed measure complements existing laws and policies on digital governance, labor protection, and administrative modernization. It does not conflict with the provisions of Republic Act No. 11165 but instead extends the policy framework of telecommuting to government employees in a manner consistent with the operational requirements and accountability standards of public service.

By embracing modern and flexible work arrangements, the government can strengthen institutional resilience, improve employee welfare, and enhance the efficiency of public service delivery in an increasingly digital and interconnected society.

In view of the foregoing, the passage of this measure is earnestly sought.


ALFRED C. DELOS SANTOS
Representative, Ang Probinsyano Party-List

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AN ACT
TO REQUIRE EACH AGENCY OF THE GOVERNMENT TO ESTABLISH
AND IMPLEMENT A POLICY UNDER WHICH EMPLOYEES SHALL BE
AUTHORIZED TO TELECOMMUTE, AND FOR OTHER PURPOSES

Be it enacted by the Senate and the House of Representatives of the Philippines in Congress assembled:

SECTION 1. *Short Title.* – This Act shall be known as the “Work from Home Act.”

SECTION 2. *Declaration of Policy.* – It is hereby declared the policy of the State to innovate on certain work practices and promote flexible work options, especially in times of local and national emergency. As such, under this Act, each government agency shall be required to establish telecommuting as a viable work option and for such purpose, implement policies under which employees of different government agencies shall be authorized to telecommute.

SECTION 3. *Definition of Terms.* – For purposes of this Act:

- a) *Employee* refers to any such person currently employed in any government agency;
- b) *Government agency* refers to any of the various units of the Government, including a department, bureau, office, instrumentality, or government-owned or controlled corporations, or a local government or a distinct unit therein; and
- c) *Telecommute* refers to a work flexibility arrangement, under which an employee performs the duties and responsibilities of such employee’s position, and other authorized activities, from an approved worksite other than the location from which the employee would otherwise work. This shall include work from home.

SECTION 4. *Government Agencies Telecommuting Requirement.* – Not later than 180 days after the date of enactment of this Act, each government agency shall establish a policy under which eligible employees of the government agency may be authorized to telecommute. The government agency shall determine the eligibility for all employees to participate in telecommuting, as well as the circumstances under which telecommuting shall be allowed, and notify the employees of the same: *Provided*, that an employee may not telecommute under a policy established under this Act if the employee has been officially disciplined for being absent without permission for more than 5 days in any calendar year, or for violations of R.A. No. 6713 (“Code of Conduct and Ethical Standards for Public Officials and Employees”).

The policy described above shall:

- a) Ensure that telecommuting does not diminish employee performance or agency operations;
- b) Provide that the agreement for the employee to telecommute shall be terminated upon notice to the employee if the performance of that employee does not comply with the established metrics;
- c) Not apply to any employee of the department whose official duties require to be at work on a daily basis, such as direct handling of secure materials determined to be inappropriate for telecommuting by the agency head, or on-site activity that cannot be handled remotely or at an alternate worksite, except in emergency situations as may be determined by the government agency; and
- d) Be incorporated as part of the continuity of operations plan of the agency in the event of an emergency.

SECTION 5. *Guidelines on Purchasing Computer Systems.* – Not later than 180 days after the enactment of this Act, each government agency shall issue guidelines requiring the purchase of computer systems that enable and support telecommuting, unless the head of the agency determined that there is a mission-specific reason not to do so.

SECTION 6. *Telecommute Website.* – The Department of Information and Communications Technology (DICT) shall maintain a central telecommute website which shall include telecommute links, announcements, telecommute guidelines developed by the Civil Service Commission, and other related websites.

SECTION 7. *Reports by the Civil Service Commission.* - Not later than 18 months after the date of enactment of this Act and on an annual basis thereafter, the Chairman of the Civil Service Commission, in consultation with the human resource offices of each government agency, shall:

- a) Submit a report addressing the telecommute programs of each government agency to:

- i) The Committee on Civil Service and Government and Reorganization of the Senate; and
 - ii) The Committee on Civil Service and Professional Regulation of the House of Representatives; and
- b) Transmit a copy of the report to the Department of Budget and Management.

Each report submitted under this subsection shall include:

- a) The degree of participation by employees of each government agency in telecommuting during the period covered by the report and the degree of participation in each bureau, division, or other major administrative units of that agency;
- b) The method for gathering telecommute schedules in each agency;
- c) If the total number of employees telecommuting is 10% higher or lower than the previous year in any agency, the reasons for the positive or negative variation;
- d) The agency's goal for increasing participation to the extent practicable or necessary for the next reporting period;
- e) An explanation of whether the agency met the goals for the last reporting period and, if not, what actions are being taken to identify and eliminate barriers to maximizing telecommute opportunities for the next reporting period;
- f) An assessment of the progress each agency has made in meeting agency participation rate goals during the reporting period, and other agency goals relating to telecommute; and
- g) The best practices in agency telecommute programs.

SECTION 8. Reports by Chief Human Resource Officer. - Each year, the chief human resource officer of each government agency shall submit a report to the Civil Service Commission on agency management efforts to promote telecommuting.

SECTION 9. Agency Consultation with the Civil Service Commission. - Each government agency shall consult with the Civil Service Commission in developing telecommute policies, including, but not limited to, matters such as:

- a) Policy and policy guidance for telecommuting in the areas of pay and leave, agency closure, performance management, official worksite, recruitment and retention, and accommodations for employees with disabilities; and
- b) Appropriate qualitative and quantitative measures and telecommuting goals.

SECTION 10. *Implementing Rules and Regulations.* - The Civil Service Commission, in consultation with the Department of Information and Communications Technology, shall issue guidelines not later than 180 days after the enactment of this Act to ensure the adequacy of information and

security protections for information and information systems used while telecommuting.

SECTION 11. *Appropriations.* – The amount necessary for the implementation of the provisions of this Act shall be charged from the annual appropriated funding of the respective government agencies covered by this Act. Thereafter, any such amounts necessary for the effective implementation of this Act shall be included in the appropriations for each government agency in the General Appropriations Act.

SECTION 12. *Separability Clause.* – If any provision of this Act shall be declared unconstitutional or invalid, such declaration shall not invalidate other parts thereof which shall remain in full force and effect.

SECTION 13. *Repealing Clause.* – All laws, executive orders, presidential decrees or issuances, letters of instruction, administrative orders, rules, and regulations contrary to or inconsistent with the provisions of this Act are hereby repealed, amended, or modified accordingly.

SECTION 14. *Effectivity Clause.* – This Act shall take effect fifteen (15) days after its publication in the Official Gazette or in a newspaper of general circulation.

Approved,