

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

April 2, 1976

DEPARTMENT MEMORANDUM
No. 101, s. 1976

CERTAIN APPOINTMENTS TO BE FORWARDED DIRECT
TO THE CIVIL SERVICE COMMISSION

To the: Bureau Directors
Regional Directors
School Superintendents

1. In accordance with Memorandum Circular No. 3, of the Acting Chairman of the Civil Service Commission dated February 5, 1976, copy inclosed, the following appointments should be forwarded direct to the Civil Service Commission without causing the same thru the Wage and Position Classification Office:

- (a) Temporary and renewal appointments to the same position, provided there is no increase in salary.
- (b) Appointments by change of status from temporary to permanent involving the same position provided there is no increase in salary.

2. In the case of appointments mentioned above which are delegated to regional directors and school superintendents under Department Order No. 29, s. 1975, the same should be sent direct to the Regional Office concerned of the Civil Service Commission.

(SGD.) JUAN L. MANUEL
Secretary of Education and Culture

Incl.:
As stated

References:

Department Order Nos. 29 and 59, s. 1975

Allotment: 1-2-3-(B.O. 1-76)

To be indicated in the Perpetual Index
under the following subjects:

APPOINTMENT, EMPLOYMENT, REAPPOINTMENT
BUREAUS and OFFICES
RULES and REGULATIONS

Republic of the Philippines
CIVIL SERVICE COMMISSION
Quezon City

MC #3, s. 1976

MEMORANDUM CIRCULAR

TO : All Heads of Departments, Bureaus and
Agencies of the National Government

SUBJECT: Appointments to be Forwarded Directly to
the Civil Service Commission

Pursuant to Sec. 9(h) of PD 807, all appointments requiring approval by this Commission shall be submitted within thirty (30) days from the date of issuance, otherwise, the appointment becomes ineffective thirty (30) days thereafter.

In view of this provision, and for purposes of facilitative action and in order to effect economy in operations by saving valuable manhours, the following appointments should be forwarded directly to this Commission, without coursing the same thru the Wage and Position Classification Office.

- (1) Temporary and renewal appointments to the same position, provided there is no increase in salary.
- (2) Appointments by change of status from temporary to permanent involving the same position, provided there is no increase in salary.

All previous issuances of this Office which are inconsistent with the provisions of this Circular are hereby modified accordingly.

THIS MEMORANDUM CIRCULAR TAKES EFFECT IMMEDIATELY.

(SGC.) JACOBO C. CLAVE
Acting Chairman

February 5, 1976