

Republika ng Filipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON AT KULTURA
(MINISTRY OF EDUCATION AND CULTURE)
Maynila

November 10, 1980

MEC O R D E R
No. 49, s. 1980

FILLING OF POSITIONS

To: Bureau Directors
Cultural Agency Directors
Regional Directors
Chiefs of Services and Heads of Units
Presidents, State Colleges and Universities
Schools Superintendents

1. For the information and guidance of the field, quoted hereunder is the text of Joint Memorandum Circular No. 1 dated October 20, 1980, of the Civil Service Commission and the Ministry of the Budget in connection with the filling of positions:

"Pursuant to the provisions of LOI Nos. 806, 828 and 981, the following guidelines are hereby issued:

1.0 Agencies are hereby authorized to fill positions without prior approval by the Personnel Effectiveness Review Committee (PERC) in the following cases:

1.1 when the filling of positions shall be made by virtue of a promotion from within;

1.2 when the positions belong to staffing patterns which were approved after February 4, 1980;

1.3 when the position is the sole item of its class in the agency and charged with essential functions directly rendered to the agency's clients; and

1.4 when the positions pertain to the heads of organizational units from division level and up.

2.0 This Memorandum Circular shall take effect immediately."

Immediate dissemination of these guidelines is desired.

(SGD.) ONOFRE D. CORPUZ
Minister of Education and Culture

reference:

MEC Order: No. 59, s. 1979

Classification: 1-2-3--(D.O. 1-76)

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

- APPOINTMENT, EMPLOYMENT, REAPPOINTMENT
- BUREAUS & OFFICES
- COMMITTEE
- LEGISLATION
- POLICY
- PROMOTION
- RULES & REGULATIONS