

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

August 20, 1987

DECS O R D E R
No. 88, s. 1987

ESTABLISHMENT OF A CIVIL SERVICE FIELD OFFICE IN THE DEPARTMENT
OF EDUCATION, CULTURE AND SPORTS

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Chief of Service and Heads of Units/Centers
Schools Superintendents
Presidents, State Colleges and Universities
(Metro Manila Area)
Vocational School Superintendents/Administrators

1. Inclosed is a copy of a letter dated July 24, 1987 from the Honorable Chairman, Civil Service Commission, regarding the establishment of a Civil Service Field Office in the Department of Education, Culture and Sports.

2. The CSC Field office, located on the 5th floor of the Palacio del Gobernador, Intramuros, Manila, is manned by the following officials:

- a. Guillermo Silva - Assistant Director
- b. Judith Evangelista - Head, Civil Service Staff Officer
- c. Celia Mora - Supervising Personnel Specialist

3. The Civil Service Field Office shall process appointments, review other personnel actions, and extend assistance on human resource development programs and on other personnel management aspects in the following offices, colleges and universities:

- a. DECS Central Office
- b. Attached cultural agencies (National Library, National Historical Institute, National Museum and Institute of Philippine Languages)
- c. State Colleges and Universities in the Metro Manila Area (Eulogio "Amang" Rodriguez Institute of Science and Technology, Philippine Merchant Marine Academy, Philippine Normal College, Polytechnic University of the Philippines, Rizal Technological Colleges, Technological University of the Philippines and Philippine Airforce College of Aeronautics).

It shall also process appointments of schools superintendents, assistant schools superintendents and vocational school superintendents prepared in this Office.

4. It is desired that this Order be brought to the attention of all concerned for their information and guidance.

(SGD.) ADRIANO A. ARCELO
Undersecretary
Officer-in-Charge

Incl.:

As stated

Reference:

None

Allotment: 1-2-3--(M.O. 1-67)

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

- APPOINTMENT, EMPLOYMENT, REAPPOINTMENT
- BUREAUS & OFFICES
- OFFICIALS
- REORGANIZATION



July 24, 1987

Office of the Chairman

Hon. Lourdes R. Quisumbing
Secretary
Department of Education, Culture
and Sports
Palacio del Gobernador
Intramuros, Manila

Dear Secretary Quisumbing:

In the reorganization of this Commission as authorized by the President through Executive Order No. 181 dated June 1, 1987, we included in our new structure and staffing pattern a personnel complement for Civil Service Field Offices to be established initially in the Congress of the Philippines, the Constitutional Commissions, and in each of the Departments, Provinces, Cities, and State Universities and Colleges.

Our Field Offices shall process appointments, review other personnel actions, and extend assistance on human resource development programs and on other personnel management aspects in the Departments and Agencies within their coverage.

We are pleased to inform you that the following have been chosen to man the Civil Service Field Office to cover the Department of Education, Culture and Sports and State Colleges and Universities:

<u>NAME</u>	<u>POSITION/DESIGNATION</u>
1. GUILLERMO SILVA	- Assistant Director
2. JUPITER EVANGELISTA	- Head Civil Service Staff Officer
3. CELIA NORA	- Supervising Personnel Specialist

To set our Field Office thereof in operation, it is requested that it be provided an office space, equipment and facilities as well as support personnel from your organic complement as may be needed.

We anticipate your support and concern for the programs of the Commission.

Very truly yours,

CELESTINA G. COTLAODAN
Chairman