

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

January 9, 1989

DECS O R D E R  
No. 3, s. 1989

MERGER OF SELECTION BOARD AND PROMOTION BOARD INTO SELECTION  
BOARD AND PROVIDING FOR THE GUIDELINES THEREOF

To: Regional Directors  
Cultural Agency Directors  
Schools Superintendents  
Presidents, State Colleges and Universities  
Vocational School Superintendents/Administrators

1. Inclosed is a copy of Memorandum Circular No. 18, s. 1988, of the Civil Service Commission merging the Selection Board and Promotion Board into Selection Board and prescribing the guidelines in accordance with CSC Resolution No. 87-405 dated October 23, 1987 and 88-520 dated August 1, 1988.

2. It is desired that the Selection Board and Promotion Board in each regional office, cultural agency, state college and university be merged into a Selection Board in accordance with the guidelines set forth in Memorandum Circular No. 18 mentioned above. Selection Boards in schools divisions, vocational schools and colleges as created in MECS Order No. 20, s. 1979, shall be maintained to screen teachers and other school personnel whose appointments are delegated to superintendents.

3. Please be guided accordingly.

(SGD.) LOURDES R. QUISUMBING  
Secretary

Incl.:

As stated

References:

MEC Order No. 20, s. 1979

MECS Order No. 31, s. 1986

Allotment: 1-2-3--(M.O. 1-87)

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

APPOINTMENT, EMPLOYMENT, REAPPOINTMENT  
BOARD or COUNCIL  
BUREAUS & OFFICES  
PROMOTION  
RULES & REGULATIONS  
TRANSFER

screening of candidates for vacancies in the first level, while the latter shall participate in the screening of candidates for vacancies in the second level.

In cases where there are no employee associations in the department or agency, the representatives shall be chosen at large by the employees through a general election to be called for the purpose.

At the regional level, the Board may have three (3) members: Chief/Head of the Administrative Office/Unit, a representative of the rank and file employees who may be chosen by the employees thereat, and a representative of the organizational unit where the vacancy is.

2. The CSC shall no longer appoint representative to sit as members in said Selection Board. However, the CSC Field Office may be consulted to clarify relevant issues on Civil Service law and rules.

THIS MEMORANDUM CIRCULAR SHALL TAKE EFFECT IMMEDIATELY.

(SGD-) PATRICIA A. STO- TOMAS  
Chairman

November 9, 1988  
OCSS/AE/tcs/pol

A true copy