

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

April 20, 1992

DECS O R D E R  
No. 39, s. 1992

FILLING UP OF NEWLY PUBLISHED VACANT POSITIONS  
AFTER TEN (10) WORKING DAYS

To: Undersecretaries  
Assistant Secretaries  
Bureau/Cultural Agency Directors  
Regional Directors  
Directors of Services/Centers and Heads of Units  
Schools Superintendents  
Presidents, State Colleges and Universities  
Vocational School Superintendents/Administrators

1. Reproduced at the back is Memorandum Circular No. 7 dated March 17, 1992, of the Chairman, Civil Service Commission directing all heads of departments, bureaus and agencies of the national/local governments, state colleges and universities, including government-owned or controlled corporations with original charters and/or their personnel officers to evaluate all applicants for the published positions whether outsiders or insiders and to inform them of the results of said evaluation. Furthermore, the results of such evaluation should be posted in the bulletin boards of said agencies.
2. This is in line with the CSC policy enjoining all appointing authorities to fill up published vacant positions only after ten (10) working days had elapsed from the time of publication of said vacancies. This is also in pursuance of the spirit, intent and rationale of R.A. 7041 to afford would-be applicants the chance to apply for the published vacant positions.
3. All concerned are strictly enjoined to comply with the requirement under this CSC Memorandum Circular.
4. It is desired that this Order be given immediate and wide dissemination.

(SGD.) ISIDRO D. CARINO  
Secretary

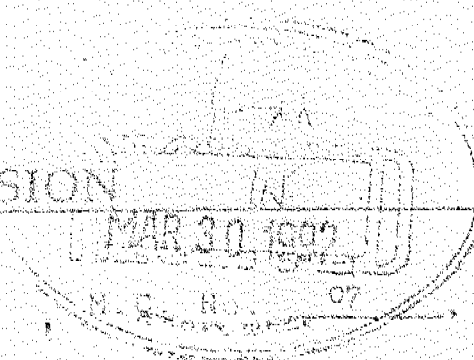
Reference:

N o n e

Allotment: 1-2-3--(M.O. 1-87)  
To be indicated in the Perpetual Index  
under the following subjects:

APPOINTMENT, EMPLOYMENT, REAPPOINTMENT  
BUREAUS & OFFICES  
EMPLOYEES  
RULES & REGULATIONS

CIVIL SERVICE COMMISSION



2689-76  
SECTION  
OFFICE  
MAR 27 1992  
DEPARTMENT OF EDUCATION  
OFFICE OF THE SECRETARY  
GENERAL SERVICES DIVISION

M. C. No. 07 s. 1992

MEMORANDUM CIRCULAR

SUBJECT : FILLING-UP OF NEWLY PUBLISHED VACANT POSITIONS AFTER TEN (10) WORKING DAYS

To afford would be applicants the chance to apply for vacant positions after publication thereof, in line with the spirit, intent, and rationale of Republic Act No. 7041, otherwise known as "An Act Requiring Regular Publication of Existing Vacant Positions in Government Offices", the Civil Service Commission hereby directs that upon effectivity of this Memorandum Circular, appointing authorities are enjoined from filling published vacant positions unless and until ten (10) working days had elapsed from the time of their publication.

In view hereof, all heads of departments, bureaus and agencies of the national/local governments, state colleges and universities including government-owned or controlled corporations with original charters and/or their personnel officers are hereby directed to evaluate all applicants for the published vacant positions whether outsiders or insiders and to inform them of the results of said evaluation. Additionally, the results of said evaluation shall be posted in the bulletin board of said agencies.

The CSC Regional/Provincial/Field Office shall disapprove all appointments issued in violation hereof.

THIS MEMORANDUM CIRCULAR SHALL TAKE EFFECT THIRTY DAYS AFTER ITS PUBLICATION IN A NEWSPAPER OF GENERAL CIRCULATION.

CERTIFIED TRUE COPY:

MANUEL S. BIRNAPAD  
HEAD, CSC OFFICE IN  
OFFICE FOR GENERAL PERSONNEL RECORDS  
CIVIL SERVICE COMMISSION  
March 17, 1992 (RECORD COPY)

*Patricia A. Sto. Tomas*  
PATRICIA A. STO. TOMAS  
Chairman