



MC NO. 7 , s. 1998

MEMORANDUM CIRCULAR

T O : ALL HEADS OF DEPARTMENTS BUREAUS AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS INCLUDING GOVERNMENT- OWNED AND/OR CONTROLLED CORPORATIONS, AND STATE UNIVERSITIES AND COLLEGES

SUBJECT : Adoption of "SALAMAT - PAALAM" Program in honor of retiring officials employees in the Civil Service

In line with the Civil Service Commission's thrust of humanizing the bureaucracy, the Commission in Resolution No. 98-0474 dated 5 Mar. '98 enjoins all heads of departments and agencies to adopt the "SALAMAT - PAALAM" Program in recognition of the contributions of the retiring officials and employees in their respective offices.

The "SALAMAT - PAALAM" Program is a simple but meaningful ceremony held in honor of retirees, whether under optional or compulsory retirement, not later than their scheduled date of retirement. During the ceremony, all retirees may be given a plaque of appreciation/recognition signed by the head/s of office/agency, and other awards and/or tokens as may be deemed proper by offices concerned. Offices/agencies shall, likewise, ensure that the retirees are issued their retirement benefits under the "Maginghawang Pagreretiro Program" during the Ceremony or on the date of their retirement.

Each agency shall develop its own mechanics of the Program subject to existing rules and regulations.


CORAZON ALMA G. DE LEON
Chairman

March 13 , 1998
Comsec/anna/mc
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Republic of the Philippines
CIVIL SERVICE COMMISSION

**Re: Adoption of the "SALAMAT - PAALAM" Program
for all Government Offices**

RESOLUTION NO. 980474

WHEREAS, under CSC Resolution No. 97-2433 dated April 14, 1997, the Civil Service Commission adopted the "SALAMAT - PAALAM" Program in honor of retiring CSC officials and employees, whether compulsory or optional;

WHEREAS, the basic components of the program is the holding of a simple ceremony and awarding of a plaque of recognition/appreciation and other awards and/or tokens for the retirees;

WHEREAS, the program proved to be a good move towards humanizing the bureaucracy as manifested by the high level of appreciation of the program by both retirees and employees and heads of agencies who have witnessed the CSC's past "SALAMAT - PAALAM" programs, for its retirees;

WHEREAS, the "SALAMAT - PAALAM" program, along with other personnel exit programs, such as "Maginghawag Pagreretiro" shall now form part of the human resource development program of the Civil Service.

WHEREFORE, the Commission resolved as it hereby resolves to enjoin all heads of departments and agencies to adopt the "SALAMAT - PAALAM" program for retiring officials and employees in their respective offices.

RESOLVED further that each agency shall develop its own mechanics of the Program subject to existing rules and regulations.

Quezon City, MAR 05 1998


CORAZON ALMA G. DE LEON
Chairman


THELMA P. GAMINDE
Commissioner


JOSE F. ERESTAIN, JR.
Commissioner

Attested by:


CARMENCITA GISELLE E.B. BORILLO
Board Secretary VI

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