

MC No. 42, s. 1998

MEMORANDUM CIRCULAR

**TO : ALL HEADS OF DEPARTMENTS,
BUREAUS AND AGENCIES OF THE
NATIONAL AND LOCAL GOVERNMENTS,
INCLUDING GOVERNMENT-OWNED AND
CONTROLLED CORPORATIONS AND
STATE UNIVERSITIES AND COLLEGES**

**SUBJECT : FRAMEWORK FOR IMPLEMENTATION
OF POLICIES ON QUALIFICATION
STANDARDS**

Pursuant to Resolution No. 98-3234 dated December 29, 1998, the Civil Service Commission adopts the revised policies on qualification standards of positions in government as contained in its handbook entitled **"Framework for Implementation of Policies on Qualification Standards"**.

The handbook shall provide all end-users with a ready reference to ensure clear understanding and uniform implementation of the various policies on qualification standards.

All agencies are therefore urged to use this handbook as a significant guide in their personnel actions and other related personnel matters.

Please be guided accordingly.


CORAZON ALMA G. DE LEON
Chairman

December 29, 1998
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Qualification Standards Handbook
"Framework for Implementation of Policies on
Qualification Standards"

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RESOLUTION NO. 983234

WHEREAS, the Civil Service Commission, as the central personnel agency of the Government, is mandated by the Philippine Constitution to ensure that all appointments in the civil service are made only according to merit and fitness to be determined, as far as practicable, by competitive examination;

WHEREAS, Section 12 (1), Chapter III, Title I, Book V of the Administrative Code of 1987, states that the Civil Service Commission (CSC) shall administer and enforce the constitutional and statutory provisions on the merit system for all levels and ranks in the civil service;

WHEREAS, on the basis of such power and authority, the CSC promulgates policies that govern the appointment of officials and employees in the civil service including those that pertain to the minimum standards and requirements for appointment;

WHEREAS, in pursuance of its mandate to promote and maintain merit and fitness in the career service and likewise, further enhance its thrust to professionalize the bureaucracy, the CSC issued Resolution No. 97-0404 dated January 24, 1997 and Memorandum Circular No. 1, s. 1997 prescribing the adoption of the 1997 Revised Qualification Standards Manual and other pertinent policies;

WHEREAS, in view of the numerous queries and requests for clarification relative to qualification standards of positions in the government, the Commission has consolidated, reviewed and consequently updated and fine-tuned all existing policies on qualification standards;

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WHEREAS, for easy reference of all concerned, the updated/revised policies have been integrated and provided in a handbook entitled "**Framework for Implementation of Policies on Qualification Standards**";

WHEREFORE, premises considered, the Commission **RESOLVES** to adopt the Revised Policies on Qualification Standards in the "**Framework for Implementation of Policies on Qualification Standards**".


This Resolution shall take effect fifteen (15) days after publication in a newspaper of general circulation.

Quezon City, DEC 29 1998


CORAZON ALMA G. DE LEON
Chairman


THELMA P. GAMINDE
Commissioner


JOSE F. ERESTAIN, JR.
Commissioner

Attested by:

ARIEL G. RONQUILLO
Director III

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ascom-rosas