



Republic of the Philippines

## **CIVIL SERVICE COMMISSION**

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MC NO 22 , s. 1995

### **MEMORANDUM CIRCULAR**

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

**SUBJECT : CLEANING AND GREENING OUR WORKPLACE**

Pursuant to Section 31, Title 1, Book V of the Administrative Code of 1987 (E.O. 292) which prescribes the preparation of Career and Personnel Development Plans by agencies, provisions for employees health, welfare and similar services shall be included therein. The Civil Service Commission, as the central personnel agency, hereby reminds agencies to reassess the impact of a healthful and wholesome workplace on productivity and efficiency and accordingly make provisions for the integration of environmental concerns into their respective career and personnel development plan.

Protection of the environment and preservation of the natural resources are everyone's responsibility. More than any other sector in Philippine society, the public service should bear the greatest responsibility for protecting and preserving our environment. Government personnel constitute the single biggest workforce in the country. Their strength in number is complemented by their distribution and presence throughout the nation. While the preservation of our environment has long been officially advocated and the requisite policies enforced, government employees must not only accept certain amount of environmental responsibility for avoiding further harm to the environment but also bear their share of the social cost of environmental correction.

In view hereof, you are enjoined to ensure that officials and employees in your agency actively participate in the cleaning and greening of their workplace.

This Memorandum Circular shall take effect immediately.

  
**CORAZON ALMA G. DE LEON**  
Chairman

September 13, 1995