



M.C. NO. 11 1994

MEMORANDUM CIRCULAR

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

Subject : AMENDED QUALIFICATION STANDARDS FOR CONFIDENTIAL ASSISTANT POSITIONS

Pursuant to CSC Resolution No. 94 -1462 s. 1994, dated March **10**, 1994, the qualification standards for the first level Confidential Assistant positions found on page-67 of the 1993 revised Qualification Standards Manual have been amended to read as follows:

Education : Must be able to read and write

Experience : None required

Training : None required

Eligibility : None required

This Memorandum Circular shall take effect immediately.


RAMON P. ERENETA, JR.
Commissioner

March 10, 1994.



Qualification Standards Manual
Amendment No. 1 (Confidential Assistant Positions)

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RESOLUTION NO. 94-1462

WHEREAS, pursuant to Section 22, Book V of EO 292, qualification standards shall be established for appointment to positions in the civil service and for other purposes provided for by law;

WHEREAS, there are some positions in government wherein trust and confidence are the only requirements for appointment thereto;

WHEREAS, the duties and responsibilities attached to the Confidential Assistant positions which are all first level are basically confidential in nature. Hence, there is a need to amend their previously approved qualification standards;

WHEREFORE, the Commission RESOLVED, as it hereby RESOLVES to amend the qualification standards for said positions found on page-67 of the 1993 revised Qualification Standards Manual to read as follows:

Education : Must be able to read and write

Experience : None required

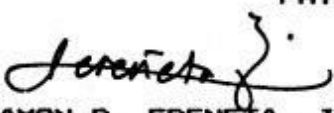
Training : None required

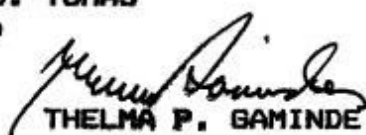
Eligibility : None required

Quezon City, March **10** , 1994

O. B.

PATRICIA A. STO. TOMAS
Chairman


RAMON P. ERENETA, JR.
Commissioner


THELMA P. GAMINDE
Commissioner

Attested by:


CARMENCITA GISELLE B. DAYSON
Board Secretary V