Republic of the Philippines
CIVIL SERVICE COMMISSION

MC No. 34, s. 1993

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 : Grant of Barangay Official Eligibility

Section 393 (b) (5) of Republic Act No. 7160 or the Local Government Code of 1991 provides for the grant of appropriate civil service eligibility to certain barangay officials on the basis of the number of years of service to the barangay, pursuant to the rules and regulations issued by the Civil Service Commission.

Prior to the promulgation of RA 7160, the CSC has been granting eligibility to barangay officials pursuant to CSC Resolution No. 83-496, as amended, implementing pertinent provisions of Batas Pambansa Blg. 337 or the old Local Government Code.

For the effective implementation of the grant of eligibility to barangay officials under the Local Government Code of 1991, the CSC issues Resolution No. 93-3666, s. 1993, revising CSC Resolution No. 83-496, as amended. CSC Resolution No. 93-3666, s. 1993 provides for the rules governing the grant of the eligibility to those who were elected/appointed under the old Local Government Code and those who will be elected/appointed under the Local Government Code of 1991.

The Rules (copy attached) shall take effect immediately.

PATRICIA A. STO. TOMAS
Chairman

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Republic of the Philippines

CIVIL SERVICE COMMISSION

RESOLUTION NO. 93-3666

WHEREAS, the CIVIL SERVICE COMMISSION has been granting Civil Service eligibility to barangay officials pursuant to CSC Resolution No. 83-496, as amended, implementing the pertinent provisions of Batas Pambansa Blg. 337, otherwise known as the Local Government Code;

WHEREAS, Batas Pambansa Blg. 337 was repealed by Republic Act. No. 7160, otherwise known as the Local Government Code of 1991 which was approved on October 10, 1991 and took effect on January 1, 1992;

WHEREAS, Section 393 (b) (5) of RA 7160 provides for the grant of appropriate civil service eligibility to the punong barangay, the sangguniang barangay members, the sangguniang kabataan chairmen, the barangay treasurer, and the barangay secretary, on the basis of the number of years of service to the barangay, "pursuant to the rules and regulations issued by the Civil Service Commission";

WHEREAS, for the effective and efficient implementation of the foregoing mandate, there is an urgent need to promulgate rules and regulations for this purpose; and

WHEREFORE, foregoing premises considered, the Commission RESOLVED as it hereby RESOLVES, to promulgate and adopt the attached Rules on the Grant of Civil Service Eligibility to Officials of the Sangguniang Barangay.

This Resolution supersedes CSC Resolution Nos. 83-496, 84-105, and 85-047, and other Memoranda and Circulars previously issued relative thereto.

Adopted this 7th day of September, 1993.

PATRICIA A. STO. TOMAS
Chairman

RAMON P. ERENETA, JR.
Commissioner

THELMA P. GAMINDE
Commissioner

Attested by:

JUANITO DEMETRIO
Board Secretary VI

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RULES GRANTING CIVIL SERVICE ELIGIBILITY TO SANGGUNIANG BARANGAY OFFICIALS AS PROVIDED UNDER BATAS PAMBANSA BLG. 337 AND REPUBLIC ACT NO. 7160

SECTION 1. **Title.** These Rules shall be known as the "**Rules Governing the Grant of Eligibility to Sangguniang Barangay Officials.**"

SECTION 2. **Civil Service Eligibility.** The Civil Service Eligibility granted under these Rules shall be referred to as the "**Barangay Official Eligibility**" which shall be considered **appropriate for appointment to first level positions in the career service, provided the appointee meets the other requirements of the position.**

SECTION 3. **Scope.** The Barangay Official Eligibility herein provided shall be granted to the Punong Barangay, Regular Sangguniang Barangay Members and Sangguniang Kabataan Chairmen who were **elected** in the 1982 Elections or thereafter, and to Barangay Treasurers and Barangay Secretaries who were **appointed** by the duly elected Punong Barangay referred to in this Section; Provided that they have rendered the number of years of service to the Barangay as required under these Rules, and provided further that the documents they have submitted are found to be authentic and in order.

SECTION 4. **Service to the Barangay.**

a. For elected officials, the service to Barangay shall refer to their completed **term of office** as specified by law, which are as follows:

	Term of Office	
	Elected in 1982, or Thereafter but Prior to 1994	Elected in 1994 or Thereafter
Punong Barangay	6 years	3 years
Regular Sangguniang Barangay Members	6 years	3 years
Sangguniang Kabataan Chairman	3 years	3 years

b. For appointed officials, the service to the Barangay shall refer to the continuous number of years of satisfactory service rendered from the time the officials were appointed. This number of years of service must correspond to the term of office of the Punong Barangay/Sangguniang Barangay Members and may include that rendered by the appointed officials under previous appointment.

SECTION 5. **Prescriptive Period for the Conferment of Eligibility.** Barangay Officials who were elected/appointed in the 1982 election shall have until December 31, 1994 to file their application for the grant of the eligibility. Those who were elected/appointed in the 1988 election and those who will be elected/appointed in the 1994 election and thereafter must file their application for the grant within one year after the completion of their term of office or of the number of years of service to the barangay required under these Rules.

SECTION 6. **Grant of the Eligibility.** The grant of civil service eligibility pursuant to these Rules shall be the responsibility of the Civil Service Regional Office (CSRO) which has jurisdiction over the Sangguniang Barangay.

a. To be granted the eligibility, the officials must file their application together with the following requirements with the CSRO which has jurisdiction over their barangay within the prescriptive period specified herein;

(1) For Punong Barangay and Sangguniang Barangay Members:

(1.1) Properly accomplished application form with registration fee stamp and photograph pasted on the spaces provided;

(1.2) Duly signed Oath-taking Certificate or other proofs of having been elected such as election returns;

(1.3) Certification of service by the Municipal or City Mayor who exercises general supervision over the barangay; and

(1.4) Other documents as may be deemed necessary by the CSRO for purposes of verifying authenticity of information supplied by the Barangay Official.

(2) For Sangguniang Kabataan Chairmen and Barangay Treasurers/Secretaries:

(2.1) Properly accomplished application form with registration fee stamp and photograph pasted on the spaces provided;

(2.2) Duly signed Oath - taking Certificate or other proofs of having been elected or appointed, such as election returns or appointment paper;

(2.3) Certification of service by the incumbent Punong Barangay; and

(2.4) Other documents as may be deemed necessary by the CSRO for purposes of verifying authenticity of information supplied by the Barangay Official.

b. The Barangay Official eligibility shall be granted by the CSRO only after validation of the application, and the corresponding documents, of the Barangay Official applicants.

c. Following are the other responsibilities of the CSROs in the grant of the Barangay Official eligibility:

(1) Issuance and receipt of applications and insuring proper accomplishment of the forms, with the registration fee stamp and photograph pasted on the spaces provided;

(2) Processing of applications, making sure that no spurious documents are submitted by applicants;

In this connection, the CSROs shall:

(2.1) Coordinate with the Regional Office of the Commission on Election and the Department of Interior and Local Government and secure a List of the duly elected Barangay Officials in their area of jurisdiction;

(2.2) Validate information from the Barangays concerned; and

(2.3) Adopt other courses of action which may be deemed necessary to protect the integrity of the grant of eligibility.

(3) Taking final action on applications.

The CSROs shall disapprove applications of those who submitted spurious documents and conduct the necessary investigation.

(4) Preparation and issuance of the Certificates of Eligibility in accordance with existing guidelines; and

(5) Preparation and dissemination of the corresponding Master Lists following existing procedures.

SECTION 7. These Rules shall supersede those provided under CSC Resolution No. 83-496, as amended, and other existing rules on the matter.

(Approved Under CSC Resolution No.)

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