

## CIVIL SERVICE COMMISSION



M.C. No. 07, s. 1992

### MEMORANDUM CIRCULAR

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

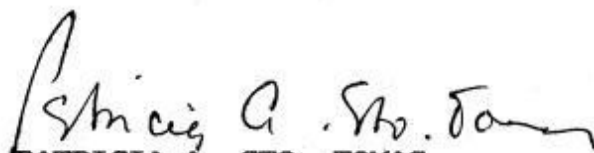
SUBJECT : FILLING-UP OF NEWLY PUBLISHED VACANT POSITIONS AFTER TEN (10) WORKING DAYS

To afford would be applicants the chance to apply for vacant positions after publication thereof, in line with the spirit, intent, and rationale of Republic Act No. 7041, otherwise known as "An Act Requiring Regular Publication of Existing Vacant Positions in Government Offices", the Civil Service Commission hereby directs that upon effectivity of this Memorandum Circular, appointing authorities are enjoined from filling published vacant positions unless and until ten (10) working days had elapsed from the time of their publication.

In view hereof, all heads of departments, bureaus and agencies of the national/local governments, state colleges and universities including government-owned or controlled corporations with original charters and/or their personnel officers are hereby directed to evaluate all applicants for the published vacant positions whether outsiders or insiders and to inform them of the results of said evaluation. Additionally, the results of said evaluation shall be posted in the bulletin board of said agencies.

The CSC Regional/Provincial/Field Office shall disapprove all appointments issued in violation hereof.

THIS MEMORANDUM CIRCULAR SHALL TAKE EFFECT THIRTY DAYS AFTER ITS PUBLICATION IN A NEWSPAPER OF GENERAL CIRCULATION.

  
PATRICIA A. STO. TOMAS  
Chairman

March 17, 1992