



MC No. 33, s. 1991

**MEMORANDUM CIRCULAR**

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

**SUBJECT : Observance of the 91st Anniversary of the Philippine Civil Service**

In connection with the 91st Anniversary of the Philippine Civil Service which will be observed from September 13 to 19, 1991, all heads of departments, bureaus and agencies of the national and local governments including government-owned and controlled corporations with original charters and state universities and colleges, are hereby enjoined to extend full support and participation in the programs and activities that will be undertaken for the week-long celebration.

The celebration will feature daily activities which will revolve around this year's theme: Panibagong Sigla: "Kaya Nating Magbago". Activities for each day will reflect vital functions and services of the department or agency on focus for that particular day.

In this regard, we have designated specific Offices from the Commission to coordinate with you on the activities of your department or agency.

The culminating activities of the week-long celebration which will be held on September 19 are the conferment of Presidential Awards for Outstanding Public Service and the Exemplary Ethical Behavior or Dangal ng Bayan Awards to Public Officials and Employees and the National Congress of Workers in the Government.

All Heads of departments, bureaus and agencies are authorized to allow their officials and employees to visit and view the exhibits of the different offices on official time for one half day anytime during the Civil Service Week celebration.

For further details, you may contact the Office for Career Systems and Standards of this Commission thru Telephone numbers 983281-82; 991848 or 966505 locals 249/262.

  
PATRICIA A. STO. TOMAS  
Chairman

August 13, 1991  
OCSS

1991 CIVIL SERVICE WEEK CELEBRATION September 13 - 19, 1991		A G E N C I E S   O N   F O C U S		
Theme: PANIBAGONG SIGLA: KAYA NATING MAGSABOG	Day 1 (September 13, Friday) Panibagong Sigla sa Sektor ng Siyensiya at Teknolohiya	Day 2 (September 14, Saturday) Panibagong Sigla sa Sektor ng Edukasyon, Kultura at Palakasan	Day 3 (September 15, Sunday) Panibagong Sigla Sa Sektor ng Likas na Yaman at Kapaligiran	
<b>OPENING DAY ACTIVITIES</b> for all Agencies (to be observed during the weeklong CS Celebration)	<b>A. Common Activities to All Agencies</b> (Please refer to Column 1)	<b>A. Common Activities to All Agencies</b> (Please refer to Column 1)	<b>A. Common Activities to All Agencies</b> (Please refer to Column 1)	
1. Display of Streamer - Theme: PANIBAGONG SIGLA: "KAYA NATING MAGSABOG"	B. Kick-Off Ceremony	B. Special Activities	B. Special Activities	
2. Opening of Agency Exhibits	- Lakad Sigla Para Sa Mga Birtua ng Mt. Pinatubo (Agencies to sponsor each employee) Venue: Luneta - CCP (Coordinator: OPM/OPIA)	- Open House of the following Museums: 1. National Museum 2. Malacanang Museum 3. Manuel L. Quezon Museum 4. Fort Santiago	- Pastoral Letter to Heads of Churches - Greening of Metro Manila (Tree Planting) - Employee Unions' Participation	
3. Pinning of Patches with the message "KAYA NATING MAGSABOG" on the shirts/blouses of government employees in all Agencies	C. Special Activities	* CSC will negotiate for free entrance to these places. (Coordinator: NCR)	- Free Visits to Ninoy Aquino Parks and Wildlife, Nayong Pilipino, Manila Zoo for government employees and students with ID.	
4. Agency Program maybe held any day within the week with focus on this year's theme and the conferral on deserving officials/employees of KAPWA Awards	- Open House (DOST and Agencies) - Visit of CSC Chairman/Commissioners/top officials to BOST and attached Agencies - Agency Program	- Song & Dance Festival/Extravaganza (For CSROs and NCR) - Agency Program	- Agency Program - Conferral on Deserving Officials/ Employees of KAPWA Awards	
5. Radio Broadcast Civil Service Week Celebration Program of Activities (PID)	- Agency Program - Lecture/Demonstration on New Inventions/ Breakthroughs in Science - Conferral on Deserving Officials/ Employees of KAPWA Awards	- Agency Program - Conferral on Deserving Officials/ Employees of Kapwa Awards - Tree Planting by Dept. Heads in CSC	- Other activities the Agency may deem proper	
During the CS Weeklong Celebration there will be Selected Agencies to which the attention of the entire bureaucracy will be focused. The Agency-on-focus aside from the common activities required of other Departments/Offices/Agencies shall have special activities. Please refer to Agencies-on-Focus from Day 1 to Day 7.	- On the Spot Photo Contest on the subject "The Government and Community responding to crises". - Other activities the Agency may deem proper	(For CSC Only) - CSC Family Day (details of the program will be presented separately) - CMO - CSC Kapwa Awards Program - CMO/DCSS - Awarding of Winners of the On the Spot Photo Contest - DHRD - Tree Planting - CMO		
For CSC Only:				
- Information dissemination of CS Week Celebration Program and Activities - PID TV Pluging (Highlight - Focus Agency for the Day)				
- Opening of "Tiangge Sa CSC" (CSC grounds) - CMO				
- Display of Streamer "KAYA NATING MAGSABOG" - CMO				
- Pinning of Patches - CMO				
Coordinator: DHRD	Coordinator: as stated above	Coordinator: DLA		

# AGENCIES ON FOCUS

<p>Day 4 (September 16, Monday)</p> <p>Panibagong Sigla Sa Sektor ng Kalusugan at Kawangyama</p>	<p>Day 5 (September 17, Tuesday)</p> <p>Panibagong Sigla Sa Mga Sektor ng Agrikultura, Pagkain, Kalakalan at Industriya, at Infrastruktura</p>	<p>Day 6 (September 18, Wednesday)</p> <p>Panibagong Sigla Sa Iba't-Ibang Sektor ng Gobyerno</p>	<p>Day 7 (September 19, Thursday)</p> <p>Panibagong Sigla Sa Paglilingkod at Pamyaman</p> <p>Culminating Activities</p>
<p>A. Common Activities to All Agencies (Please refer to Column 1)</p> <p>B. Special Activities</p> <ul style="list-style-type: none"> <li>- Open House (DOH and DSHD and all attached Bureaus and Offices)</li> <li>- Visit of CSC Chairman/Commissioners/top officials to the DOH/DSMD and other concerned agencies</li> <li>- Free Laboratory, Medical and Dental Services in Selected Hospitals</li> <li>- Free feeding in Day Care Centers (DSMD)</li> <li>- Agency Program</li> <li>- Conferment on Deserving Officials/Employees of KAPWA Awards</li> <li>- Other activities the Agency may deem proper</li> </ul>	<p>A. Common Activities to All Agencies (Please refer to Column 1)</p> <p>B. Special Activities</p> <ul style="list-style-type: none"> <li>- Open House (DPWH, MHA, DA, NFA, DTI, TLRC)</li> <li>- Visit of CSC Chairman/Commissioners/top officials to DPWH/MHA/DA/NFA/DTI/TLRC</li> <li>- Free Lecture and Demos on Food Technologies (Meat Processing; Tinning &amp; Tinapa; and Backyard Gardening (distribution of seeds)</li> <li>- Tiangge; Food Caravan (mobile in selected agencies) by DTI, DA and Bureaus</li> <li>- Agency Program</li> <li>- Conferment on Deserving Officials/Employees of KAPWA Awards</li> <li>- Other activities the Agency may deem proper</li> </ul>	<p>A. Common Activities to All Agencies (Please refer to Column 1)</p> <p>B. Special Activities</p> <ul style="list-style-type: none"> <li>- Open House</li> <li>- Visit of CSC Chairman/Commissioners/top officials to selected Departments</li> <li>- Highlight Frontline Services of DOT/DOITC/DFR/DOI/SOCs/other agencies not mentioned i.e., Free Legal Services/Free Riders, etc. (LRT/MRTC/PRRT)</li> <li>- Agency Program</li> <li>- Conferment on Deserving Officials/Employees of KAPWA Awards</li> <li>- Other activities the Agency may deem proper</li> <li>- Conferment of PABISA Awards - OCSSS</li> <li>- National Workshop of Government Workers (PS 2000) - DPR</li> </ul>	<p>A. Special Activities</p> <p>A. M.</p> <ul style="list-style-type: none"> <li>- Presidential and Dangal ng Bayan Awards Ceremony (Office of the President)</li> </ul> <p>P. M.</p> <ul style="list-style-type: none"> <li>- National Congress of Workers in Government/General Assembly (PS 2000)</li> </ul>
<p>Coordinator: OREP</p>	<p>Coordinator: OCPR</p>	<p>CSC Offices In-Charge</p> <p>1. O C S S      3. M S P B</p> <p>2. O P R      4. O E D</p>	<p>CSC Offices In-Charge</p> <p>1. Awards Rites: OCSS</p> <p>2. National Congress: DPR</p>