



Republika ng Pilipinas  
**KOMISYON NG SERBISYO SIBIL**  
(Civil Service Commission)  
Quezon City

MC No. 40, s. 1990

**MEMORANDUM CIRCULAR**

**TO : ALL HEADS OF GOVERNMENT AGENCIES,  
BUREAUS AND LOCAL GOVERNMENT UNITS**

**SUBJECT : Authorizing the Attendance of Government  
Personnel to the Fifth National Convention  
on Productivity in the Public Service**

Pursuant to Presidential Proclamation No. 305, dated August 10, 1988, declaring the month of October of every year as National Productivity Improvement Month, the Government Productivity Improvement Program (GPIP) will hold its Fifth National Convention on Productivity in the Public Service at at the Philippine Plaza Hotel, Manila on October 16 and 17, 1990. The Convention has the following objectives:

1. To promote productivity consciousness towards efficient and effective delivery of services;
2. To up-date government officials and employees on the development and progress of government productivity improvement programs;
3. To showcase specific productivity improvement efforts in the government; and
4. To provide venue for interaction between government and non-government sectors in harnessing new technology towards higher productivity.

In view thereof, the attendance of government personnel to the said Convention on official time and at government expense is hereby authorized.

Participation shall be limited to three (3) participants who are actively involved in technological or technical work or the representatives of Work Improvement Teams who can considerably influence productivity improvement and related activities in their respective agencies.

A convention fee of P500.00 per participant is hereby authorized chargeable against the appropriations of the agencies concerned payable to the GPIP not later than the date of the Convention. Participants stationed outside of Metro Manila shall likewise be entitled to travelling expenses and allowances subject to the usual accounting and auditing procedures.

Participants shall submit to their respective agency heads a report on their attendance within a week after the activity. Likewise, the GPIP Council shall immediately submit to the Civil Service Commission a report on the Convention proceedings including a list of participants indicating their respective positions and agencies.

Done in the City of Quezon, this 6th day of August,  
In the year of our Lord, Nineteen Hundred and Ninety.

  
PATRICIA A. STO. TOMAS  
Chairman