



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

MC No. 48, s. 1990

MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS AND AGENCIES OF THE
NATIONAL AND LOCAL GOVERNMENTS, INCLUDING
GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS
WITH OFFICIAL CHARTER

SUBJECT : Policy on the Requirements of Clearances on
the issuance of Appointments

Pursuant to Resolution No. 90-1036 dated November 15, 1990
the Civil Service Commission has adopted a uniform policy
on the requirements of clearances submitted prior to the
issuance of any appointment in the civil service.

In view of its desire to simplify the appointment process,
to avoid red tape and unnecessary delay in the issuance of
appointments, the Commission hereby limits the requirements on
clearances for purposes of appointment to the following:

A. For original appointments

1. NBI Clearance

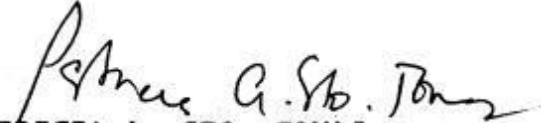
B. For reinstatement/reemployment

1. NBI Clearance
2. Clearance from previous/former
office or agency

C. Renewal of temporary, casual or contractual

No need for new clearances.

Other than the above, no other clearance need be submitted
for the issuance of appointments.


PATRICIA A. STO. TOMAS
Chairman

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