

# THE CIVIL SERVICE REPORTER

**GAWING LINGKOD BAYANI ANG BAWAT KAWANI**

*Volume 60 No.2*

*2nd Quarter 2019 Issue*

**Public Administration and the Future:**  
Challenges and Opportunities in  
Realizing the Sustainable Development  
Goals and Directions for Reform and  
Capacity Building

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enjoy longer maternity leave**



**Borrow,**  
for the things  
**that matter.**



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The CS Reporter would like to thank all clients of the CSC and readers of the magazine who continue to send letters and commendations through email, text, or snail mail.

## HDMF Maturity Benefit claimed

**Date of Transaction:** 28 February 2019  
**Name of Client:** Anonymous

The Contact Center ng Bayan (CCB) received a text message thru 0908-881\*\*\*\*, a request for assistance for the release of a Pag-IBIG maturity benefit claim:

*"Patulong po sana ako sa claim ng maturity ko sa Pag-IBIG. Nag-submit na po ako sa Pag-IBIG sa Kalibo, Aklan branch noong August 2018, pero hanggang ngayon ay wala pang result."*

*Noong nag-follow up ako, ang sabi sa akin ay may problema ang main office nila sa record system. Pero almost seven months na po ang paghahintay ko."*

CCB referred the client's concern to the Home Development Mutual Fund (HDMF) on 1 March 2019 and on 3 April 2019, the CCB received a message:

*"Please be informed that I already received my check. Thanks a lot for helping me."*

## Passport delivered

**Reference Code:** IRN0232254  
**Date of Transaction:** 1 March 2019

The CCB received a text requesting for assistance in following up the delivery of a passport, which has been delayed for a month.

*"I had a passport appointment in SM Seaside and it's supposed to be delivered between 25 to 28 March in Cebu. However, I did not receive any confirmation. Tried calling LBC but they cannot track it using the reference number either. I have called DFA countless times, but no one's picking up the phone. No one answered my call. What's frustrating is that, they don't even notify you or at least send an email or a text or a phone call to ease our worries."*

The concern was referred to the Department of Foreign Affairs (DFA) on 10 April 2019, and on 24 April 2019, CCB received this update:

*"Hi. Thank you for your help and assistance. My passport is already delivered to me. Thank you again."*

## Kudos from texter 0922-813\*\*\*\*

**The texter's message reads:**

*"Good afternoon po. Kahapon ako bumisita sa Civil Service sa Central Office sa Quezon City. I wanted to tell the frontliners to keep up the good work, especially the good employee who exerted effort in assisting me, a PWD for good quality service. Thank you & God bless."*

## Feedback via email:

### Motor Vehicle License released



**Date of Transaction:** 26 February 2019  
**Ticket Reference Code:** IRN0230223  
**Details:**

The CCB received an email requesting assistance for the release of his motor vehicle license plate:

*"Magandang araw po. Follow-up ko lang po bakit hanggang ngayon hindi pa rin nare-release ang plate number ng sasakyan ko. Nakuha ang car ko sa Car World Pampanga last 9 October 2018. Ang ibang car owners 4-6 weeks lang nakuha na nila ang kanilang mga plaka. Nakikipag-away na ako sa mga sales agent, isa lang sagot nila, hindi daw nila control ang pag-release ng plaka kaya mag-antay lang daw. Aba naman, aabutin ba ng apat na buwan ang pag-imprenta ng plaka. Na-collect na nila ang payments ko."*

The concern was referred to the Land Transportation Office (LTO) on 27 February 2019 and after three days, CCB received an email from the client extending appreciation for the assistance provided:

*"Thank you. We were able to sort it out. I got my car plate. Thank you so much for your endless support and to this channel. It really helps kahit nasa UAE ako and we are resolving issues through email. We really need sincere and dedicated people in our country to provide excellent services to our countrymen. Thanks again."*

### Multi-Purpose Loan application approved



**Date of Transaction:** 27 March 2019  
**Details:**

The CCB received an email requesting assistance for the processing of her multi-purpose loan application:

*"I would like to file a complaint against Pag-IBIG Fund. On 8 February 2019, I applied for multi-purpose loan. In the acknowledgement receipt remarks, Pag-IBIG committed to process my loan application within three to 20 working days, but 32 working days passed and still no guarantee when will I receive my loan."*

The concern was referred to the Home Development Mutual Fund (HDMF) on 28 March 2019. On 8 April 2019, CCB received an email from the client extending appreciation for the assistance provided:

*"Dear CSC-CCB Special Action Team,*

*To my amazement today, Pag-IBIG sent an e-mail, informing me that my loan was already approved. This is surprising since only yesterday they were still processing my application, asking me to provide info on my previous employers. It is frustrating to know that some government agencies still requires multiple follow-ups and little push from CSC. Please consider my case solved. Mababayaran ko na po ang private bank na inutang ko, na idinulot ng matagal kong paghahintay ng loan application ko sa Pag-IBIG Fund. Kindest regards to my idol, CSC Commissioner Atty. Aileen Lizada for her vigilance. You really empower us women. Thank you very much again and God bless!"*

*\*The CCB project was launched on 27 September 2012 with the primary objective of providing an avenue for the public to air concerns on service delivery and any other violations of Republic Act No. 9845 or Anti-Red Tape Act of 2007 for resolution, assessment, and process improvement.*

## FROM THE CHAIRPERSON'S DESK

## Taking care of the country's "foundation"

The cover of the 2nd quarter issue of the *CS Reporter* magazine stresses the need to champion the implementation of Republic Act No. 11210 or the Expanded Maternity Leave Act of 2019.

We have heard of an old proverb, "The hand that rocks the cradle rules the world." This emphasizes the strong and wide sphere of influence of mothers not just in their respective homes but in the society. Since the future lies in the hands of today's children, their future lies in the hands of their mother. In this sense, mothers provide the foundation for positive change in the society, the country, and the world.

It is with pride that the Civil Service Commission (CSC), together with the Department of Labor and Employment, and Social Security System, issued the Implementing Rules and Regulations (IRR) of the Expanded Maternity Leave Law, which define the rules for availing of the expanded maternity leave on 1 May 2019.

Female public servants who gave birth from 11 March 2019 onwards are entitled to the 105-day expanded maternity leave with full pay, or the 60-day maternity leave with full pay in case of miscarriage or emergency termination of pregnancy.

Essentially, R.A. No. 11210 does not distinguish civil status, length of service, employment status, and legitimacy of the child in granting the benefit. The expansion of maternity leave benefits is a welcome development as it gives due consideration to the specific maternal health needs of working mothers.

In relation to mothers, a report entitled "Shock Waves: Managing the Impacts of Climate Change on Poverty" published by World Bank reported that women and children are the most vulnerable in the event of disasters and these can be further aggravated by other elements such as discrimination in terms of race, poverty, and disability. This reminds me of the magnitude 6.1 earthquake with epicenter in Zambales with tremors felt in Metro Manila and neighboring provinces. What if the Big One, a 7.2-magnitude movement of the West Valley Fault were to occur, are we ready for it?

As we celebrate the month-long National Disaster Resilience Month which aims to highlight the shift from disaster awareness to disaster resilience, we need to keep in mind that the responsibility in disaster risk management rests not with the national government and government agencies alone—it is everyone's concern. Let us participate in the conduct of disaster preparedness activities, learn lifesaving skills – such as CPR and first aid, and not just be physically but mentally present in earthquake and fire drills, among others.

While these preparations for disaster resilience seem like a chore, empowering oneself, the family and the community will spell the difference between life and death. By being prepared, we ensure everyone's protection in the event of disasters.



ALICIA dela ROSA-BALA  
Chairperson

THE CIVIL SERVICE  
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GAWING LINGKOD BAYANI ANG BAWAT KAWANI

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[www.csc.gov.ph](http://www.csc.gov.ph)  
[www.facebook.com/civilservicegovph](https://www.facebook.com/civilservicegovph)

# CSC mourns passing of former Chair David

The Civil Service Commission (CSC) mourns the passing of former Chairperson Karina Constantino-David and sends its condolences to her family.

David was appointed chairperson of the CSC on 23 February 2001 succeeding Corazon Alma G. De Leon. She ended her term on 1 February 2008, which also marked her retirement from government work, after more than forty years of dedicated public service.

CSC Chairperson Alicia dela Rosa-Bala credited David for her initiatives to professionalize the bureaucracy and improve the quality of public service during her term as head of the CSC, one of which was the Public Service Delivery Audit or PASADA in 2003, a complement to the Mamamayan Muna Program. PASADA was conceived to institute reforms in frontline service delivery.



Prior to joining the CSC, David served as Professor of Sociology, Community Development and women Studies at the University of the Philippines in Diliman; as Undersecretary of the Department of Social Welfare and Development; and as Chair of the Housing and Urban Development Coordinating Council. She was also recognized and a highly-esteemed leader among civil society organizations.

She received numerous awards for excellent public service including World Bank's Jit Gill Memorial Award for Outstanding



*In Memoriam. The former Chairperson in action during her helm of the CSC from 2001-2008.*

Public Service in 2008, House of Representatives Committee on Women's Most Outstanding Woman in Public Service in 2008, and Province of Bulacan's Gawad Dangal ng Lipi Pinakamataas na Kategorya Paglilingkod Bayan in 2006.

Karina David holds a Masters Degree in Economics and Social Studies from the Victoria University of Manchester in England and a Bachelor's Degree in Sociology from the University of the Philippines. She is also a writer, composer, and guitarist of Inang Laya. She and Dr. Randolph David, UP Professor, TV host, and newspaper columnist, are blessed with four children.



## Assessing performance of gov't workers necessary – CSC



*When a competency gap is found, this may be addressed through appropriate learning and development interventions which enable the employee to pursue career advancement.*

**T**he Strategic Performance Management System (SPMS) allows an objective assessment of government employees' performance.

"Having a performance management system in place is an integral component of human resources management, especially in government service where there is a need to ensure that employees perform according to or beyond the expectations of the taxpaying public" this was stressed by CSC Chairperson Alicia dela Rosa-Bala.

She explained that under the SPMS, every government employee has his/her own Individual Performance Commitment and Review (IPCR) Form, a performance contract between his/her and management where targeted outputs for the specific rating period are clearly spelled out, including the performance standards which serve as basis for evaluating each output.

Chairperson Bala added that while it is true that the SPMS requires proof of actual performance as basis for an employee's performance rating, it is more than just documentation of accomplishments. "It is a system that aims to align what the individual employee does with the goals and objectives of the organization, making sure that everyone contributes to its overall success," she clarified.

According to the CSC chief, the system calls for regular monitoring and evaluation of employee performance not only at the end of a rating period, so that appropriate steps can be taken to keep a program or project on track.

"Employee development is an important feature of the SPMS. Part of the employee's evaluation is the assessment of his/her competencies vis-à-vis the competency requirements of the job," the chairperson said.

She added that the results of the performance evaluation may also serve as objective basis for the grant of rewards and benefits, making it more purposive than arbitrary.

The CSC has required the adoption of the SPMS in all government agencies since 2012, with legal basis on Congress' Joint Resolution No. 4, also known as Salary Standardization Law 3, which states, "A performance-based incentive scheme which integrates personnel and organizational performance shall be established to reward exemplary civil servants and well-performing institutions."

## CSC issues exemptions on mandatory random drug test

The Civil Service Commission (CSC) recently amended the policy on mandatory random drug testing in the civil service to specify exemptions.

The Guidelines in the Mandatory Random Drug Test for Public Officials and Employees and for Other Purposes, issued via CSC Resolution No. 1700653 and taking effect on 18 April 2017, provided that any public official or employee found positive for drug use at the first instance shall be required to undergo a mandatory rehabilitation or counseling program depending on the severity of drug use. Those who refuse to undergo such or fail to complete the rehabilitation program shall be formally charged with the administrative offense of Grave Misconduct.

Meanwhile, the Dangerous Drugs Board (DDB) issued DDB Regulation No. 13, s. 2018 on 30 August 2018, which provides that public officials and employees found positive for drug use at first instance shall be subjected to disciplinary/administrative proceedings with a penalty of dismissal from the service.

To ensure proper implementation of these two issuances, the Commission emphasized via CSC Resolution No. 1900238 dated 8 March 2019 that CSC Resolution No. 1700653 shall remain as the general policy on the conduct of mandatory random drug testing for public officials and employees, while

DDB Resolution No. 13, s. 2018 shall only be adopted by government agencies who are exempted from the coverage of CSC Resolution No. 1700653.

Further, the Commission specified that officers and members of the military, police, and other law enforcement agencies are exempted from CSC's policy and shall be subjected to DDB Regulation No. 13, s. 2018. Elective officials and presidential appointees are also exempted from CSC's policy on mandatory random drug testing.

Law enforcement agencies, with respect to their non-uniformed personnel, and other government agencies mandated by law to lead in the implementation of the anti-drug campaign and programs of the government may file a petition with the CSC for exemption from the provisions of CSC Resolution No. 1700653 and to adopt DDB Regulation No. 13, s. 2018.

Procedures for filing of exemptions are also specified in CSC Resolution No. 1900238. The resolution was published on the Philippine Star on 5 May 2019 and shall take effect fifteen (15) days after.

For queries, contact the CSC Office for Legal Affairs at (02) 932-3781, (02) 951-2630, (02) 951-2625, or send them to the CSC's Online Information and Legal Assistance forum at <http://www.csc.gov.ph/forum/>.

*For the complete text of CSC Resolution No. 1900238, see page 37.*

## CSC invites human resource practitioners to 2019 HR confab

The Civil Service Commission, through the Civil Service Institute, will conduct the 2019 Public Sector HR Symposium with the theme "Moving Together Toward AmBisyon Natin 2040" from 24 to 26 July 2019 in Pasay City. This year's theme highlights the important role of government leaders and HR practitioners in steering public institutions toward realizing the objectives of the Philippine Development Plan 2017-2022 of a *Matatag, Maginhawa, at Panatag na Buhay* for every Filipino through a People-Centered, Clean, Efficient, and Effective Governance.

In its 7th year, the event will serve as a venue to discuss new trends and share best practices on human resource (HR) management and organization development (OD). Wide range of topics to be tackled by renowned speakers include intensifying public service values, enhancing the culture of innovation and productivity, harnessing technology for a globally-competitive governance, among others.

Leaders, human resource management officers (HRMOs), and other executives and practitioners from both the public and private sectors are encouraged to participate in the event. For more details, please read CSC Memorandum Circular No. 8, s. 2019 via [www.csc.gov.ph](http://www.csc.gov.ph)



**2019 Public Sector HR Symposium  
MOVING TOGETHER TOWARD  
AMBISYON NATIN 2040**

## Values-driven leadership a must - CSC

One's values are reflected on one's leadership. This is manifested in how leaders steer the organization toward the achievement of goals and motivate excellent performance from their people.

To help current and potential public sector leaders recognize values in effective leadership, the Civil Service Commission (CSC), through the Civil Service Institute (CSI) held the 2nd Quarter CSI Leadership Series themed, "Values-Driven Leadership" last 19 June 2019 in Ortigas, Pasig City.

The forum aims to help participants appreciate values-driven leadership in the workplace and its impact on decision-making and strategy formulation and implementation, be knowledgeable on core public service values for heightened

individual and organizational performance, and know of best practices in values-driven leadership from different guest organizations.

The learning forum is the second of four CSI Leadership Series for 2019. Public sector executives, managers, directors, and division chiefs or those in equivalent positions are encouraged to participate.

The CSI Leadership Series is a learning and networking event held quarterly by the CSC. It is designed to inspire government executives, directors, and managers to continually enhance their leadership effectiveness by learning from HR experts and being exposed to emerging trends and best practices of successful leaders and managers in both the public and private sectors.

## Honor graduates may apply for eligibility

Graduates with *summa cum laude*, *magna cum laude*, or *cum laude* honors or their equivalent may apply for Honor Graduate Eligibility (HGE), the Civil Service Commission (CSC) said.

The HGE is applicable to graduates of private higher education institutions in the Philippines from school year 1972-1973 and thereafter, with baccalaureate/bachelor's degree recognized by the Commission on Higher Education, or state/local college or university with baccalaureate/bachelor's degree included in its charter, or baccalaureate/bachelor's degree duly approved by its Board of Trustees/Board of Regents.

Honor graduates from a reputable foreign school, as verified by the Department of Foreign Affairs through the Philippine Foreign Service Posts, may apply for the Foreign School Honor Graduate Eligibility (FSHGE), provided that they are Filipino citizens.

The CSC said that the HGE and FSHGE are both second level eligibilities considered appropriate for first and second level positions in government that do not involve the practice of profession and are not covered by bar/board/other laws.

The Commission grants the HGE to qualified individuals pursuant to Presidential Decree (PD) No. 907, issued on March 11, 1976, which mandates the grant of civil service

eligibility to college honor graduates in the hope that "immediate absorption of these honor graduates in the public service will assure their participation in public affairs and buy up the quality of the civil service."

In line with PD 907, the Commission issued CSC Resolution No. 1302714 on December 17, 2013 to include honor graduates from foreign schools in the grant of eligibility.

Applications for HGE may be submitted to the CSC Regional Office (CSC RO) covering the area where the applicant finished his/her degree, or to any of the CSC RO's field offices. Applications for FSHGE may be submitted to the nearest CSC Regional or Field Office where the applicant is currently based. Applications submitted through a conduit CSC RO, in case the applicant is already based in another region, or via mail or courier are accepted.

Application fees are Php200 to be paid upon filing of application, and Php300 to be paid upon approval of the application. The complete list of requirements and application procedures are available here.

In 2018, the CSC has conferred 12,557 HGEs. Only one FSHGE was conferred in the same year.

## Smoking ban on government premises still on



### Keep our government offices 100% smoke-free.

The Civil Service Commission (CSC) reiterates CSC Memorandum Circular (MC) No. 17, s. 2009 or the Smoking Prohibition Based on 100% Smoke-Free Policy Policy which prohibits smoking in or on the premises, buildings, and grounds of government agencies providing health, education and/or social welfare and development services such as hospitals, health centers, schools, and universities, colleges among others. Designated smoking areas are also not allowed.

The reminder was also made in celebration of the World No Tobacco Day on 31 May of every year. The annual campaign

aims to raise awareness on the harmful and deadly effects of tobacco use and second-hand smoke exposure, and to discourage the use of tobacco in any form.

"The Commission is a staunch supporter of tobacco control policies which aim to eliminate cigarette smoking in the workplace and to prevent tobacco companies from interfering with policy-making in the public sector," said CSC Chairperson Alicia dela Rosa-Bala. She explained that CSC MC 17 is part of the country's efforts to enforce Article 8 of the World Health Organization's Framework Convention on Tobacco Control, which aims to protect the public from the perils of secondhand tobacco smoke.

## Close to 28,000 conferred CS Prof, Subprof eligibilities

A total of 27,944 examinees passed the Career Service Examination, Pen and Paper Test (CSE-PPT) held March 17 this year. Said figure represents 10.57% of the 264,473 total examinees for the Professional and Subprofessional levels.

Donna Rizalyn Leus from Southern Tagalog led the 24,304 new Professional eligibles as she garnered a rating of 87.03. On the second spot is Daniel Geslani from National Capital Region (NCR), with an 86.94 rating. Glaiza Escamos from Western Visayas, came in third with an 86.89 rating.

Completing the top examinees in the Professional level are: Emmanueleth Wong (SOCCSKSARGEN) and Jonathan Kim Torio (NCR) – 86.84; Jeremy Alan Hilado (NCR) – 86.82; Hillary Diane Andales (Eastern Visayas) – 86.71; Jenne Reizel Tadeo (CAR) – 86.68; Mary Elizabeth Christina Chua (Western Visayas) – 86.64; and Jonas Ricafort (NCR) – 86.63.

On the other hand, leading the 3,640 new Subprofessional eligibles is Christiani Matugas from NCR with a rating of 94.37, followed by Aaron Dave Marte from Southern Tagalog with a 92.62 rating. Mary Anne Tablate, from NCR, ranked third with a rating of 92.11.

Other top ranking Subprofessional eligibles include: Maricar Liwag (Southern Tagalog) – 91.68; John David Felonia (NCR) – 91.63; Nikka Nissa Lopez (Central Visayas) – 91.49; Lorraine Jeanne Paccarangan (Cagayan Valley) and Angel Sandi Quiambao (Central Luzon) – 91.19; Shaira Lei Canoza (NCR) – 91.00; and Jolda Grace Almazan (Zamboanga Peninsula) – 90.82.

The CSC said regional profile would show that most of the new Professional and Subprofessional eligibles, numbering 7,215, came from NCR. Other regions where considerable number of new eligibles came from are: Region IV (Southern Tagalog) – 3,819 eligibles; Region III (Central Luzon) – 2,224 eligibles; Region VI (Western Visayas) – 1,951 eligibles; and Region I (Ilocos Region) – 1,594 eligibles.

In terms of passing rate, figures show that NCR got the highest passing rate at 16.88% or 7,215 passers out of 42,739 examinees. Other top performing regions include CAR – 14.28%, Region III (Central Luzon) – 12.98%, Region IV (Southern Tagalog) – 11.30%, and Region VII (Central Visayas) – 11.06%.

The CSC said the new Subprofessional eligibles are qualified to enter the first level of government service, while the Professional eligibles may join the first and second levels. The first level, the CSC elaborated, includes clerical, trades, crafts, and custodial service positions that involve non-professional or sub-professional work requiring less than four years of college studies. In contrast, the second level covers professional, technical, and scientific positions up to Division Chief level that involve professional, technical or scientific work requiring at least four years of college studies.

The CSC, however, clarified that possessing a Professional or a Subprofessional eligibility is one of the requirements to be able to join the government. A civil service eligible, the CSC stressed, must also meet the education, experience, training, and competency requirements for permanent appointment to a government career service position.

The complete list of successful examinees of the March 17, 2019 CSE-PPT may be accessed at the CSC website, [www.csc.gov.ph/cseppt031719/cseppt/](http://www.csc.gov.ph/cseppt031719/cseppt/).

Examinees, both passed and failed, may generate their individual test result through the Online Civil Service Examination Results Generation System (OCSEGRS), which can also accessed at [erpo.csc.gov.ph/ocsergs/](http://erpo.csc.gov.ph/ocsergs/). Passers are advised to access and read thoroughly the corresponding CSC Examination Advisory No. 18, s. 2015, posted in the CSC website, for requirements and procedures in claiming their Certification of Eligibility.



CSC Chairperson Alicia dela Rosa-Bala (2nd from left) and Anti-Red Tape Authority OIC Director General Ernesto V. Perez (2nd from right) during the anniversary celebration.

## Ease of Doing Business and Efficient Government Service Delivery Act of 2018 celebrates first year of signing



CSC Chairperson Rosa-Bala delivers the closing remarks during the first anniversary celebration of the signing of Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 last 28 May 2019.



(From left to right) The CSC Chairperson with Department of Information and Communications Technology Assistant Secretary Ivin Ronald Alzona, Senator Juan Miguel Zubiri, principal author of the EODB EGSD Act of 2018, and Anti-Red Tape Authority OIC Director General Ernesto V. Perez.

## CSC in Cagayan Valley holds PRIME-HRM Summit 2019



Director II Maria Noemi S. Bustamante of CSC FO-Cagayan-Batanes discusses the PRIME-HRM Tool and presents the evidence-based requirements on learning and development.

Civil Service Commission (CSC) Regional Office II held a two-day Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) Summit on 11-12 February 2019 at the National Educators Academy of the Philippines Region 2. Eighty two participants composed of schools division supervisors and superintendents from the Department of Education (DepEd) Region 2 attended the event.

The summit aims to help DepEd Region 2 reach a higher HRM Maturity Level for its four core human resource management (HRM) areas as well as to harmonize ISO Processes and PRIME-HRM to sustain Quality Management System for Organizational Development

PRIME-HRM is a priority program of the CSC and part of its strategy to develop and empower agencies in the Philippine government. It is a program that assesses the HRM practices, systems, and capabilities of government agencies as well as entails greater engagement not just of the HR officer but also of the officials and the rank-and-file employees of the agency. PRIME-HRM aims to elevate public sector human resource management to a level of excellence through the process of assessment, assistance, and recognition—summarized as assess, assist, award.

In her presentation, CSC RO II Regional Director Nerissa B. Canguilan highlighted the vital features of PRIME-HRM and its philosophy in helping government agencies transform every government employee into a servant hero or *lingkod bayani* through excellent HR processes.

Part of the presentations during the summit were the Assessment Review of the PRIME-HRM Tool and Presentation of evidence requirements on Performance Management; Recruitment, Selection, and Placement (RSP) Assessment Review; and presentation of the Self-Assessment Results of DepEd Region 2.

### CSC RO II handholds LGUs and water districts on PRIME-HRM

Meanwhile, CSC ROII also conducted PRIME-HRM orientation for the Nueva Vizcaya and Quirino Local Government Units and Water Districts on 24-25 April 2019.

Director IV Canguilan expressed the Commission's deep resolve in helping agencies meet PRIME-HRM Maturity Level, thus the conduct of PRIME-HRM Summits, banner the theme, Setting Trends and Achievements for Results Oriented PRIME-HRM.

She cited the best practices of select accredited agencies which successfully met Level II in the four core HR Systems. Resource speakers from agencies which had already advanced in their PRIME-HRM Journey also shared their stories. These include the Southern Isabela Medical Center which narrated the institution's journey in the development of Performance Management System success indicators. Administrative Officer Leah B. Fernando highlighted how coaching and mentoring immensely helped address the gaps that surfaced from employees' actual performance proved effective in evaluating PMS.

LGU Delfin Albano HRMO Erliogy A. Butay related their voyage to getting the Bronze Award in PRIME-HRM particularly on Recruitment, Selection and Placement practices.

Meanwhile, Provincial Government of Quirino HRMO Villamor T. Bacani shared that their PRIME-HRM JOURNEY underwent rough sailing but with continuous concerted efforts at upgrading human resource management and with the full support of the local chief executive, they prevailed. "With CSC's assistance, the PGO was able to transform our HR systems to support our agency mandate, vision and mission; to empower Human Resource Practitioners in the performance of HR management functions; to promote at least for now Maturity Level II HR management functions and practices and strive to level up to strategic HRM (Level IV); and to develop and share gained expertise in the areas of HR management with other government agencies."

## Role of human resources in good governance highlighted in annual conference of HRMPs

"Human resources play an important role in the growth and development of the country and this depends largely on the competence, dedication to public service, innovation and high ethical standard of the employees working in the government."

This was underscored by Civil Service Commission (CSC) Chairperson Alicia dela Rosa-Bala, during the 26th Annual Conference of the Regional Council of Human Resource Management Practitioners (RCHMPs), held 26-28 March 2019 with the theme, "Strategic HRMPs Excite, Experience, Explore, Empower".

Congresswoman Arlene B. Arcilla of the 1st District of Laguna and Sta. Rosa City Mayor Danilo Fernandez welcomed the more than six hundred (600) HRMPs from Region IV.

In consonance with the theme, Chair Bala encouraged HRMPs to be *Excited* with the Ease of Doing Business and Efficient Government Service Delivery Act of 2018. This law directs all government agencies to follow the 3-7-20 processing period of transactions. Simple transactions must be completed within three working days, maximum of seven working days for complex transactions, and 20 working days for highly-technical applications.

She also stressed the need to *Experience* evidence-based learning and development Programs to develop the competence, skills and efficiency of the employees.

Further, Chair Bala said that the "CSC identified the values of Patriotism, Integrity, Excellence and Spirituality or PIES as the shared personal and shared organizational values in enhancing capabilities to achieve strategic goals."

"Explore on how to connect the CSC and Agency HR," urged the CSC Chair. "Included in your responsibility is the implementation of HR system which will not only make you work easier but put more value to your efforts. Thus, the Commission is pushing for the adoption of the Program

to Institutionalize Meritocracy and Excellence in Human Resource Management or PRIME-HRM."

The CSC Chairperson's call is also to *Empower* HRMPs as CSC's strategic partners in improving HR management. "I would like to personally encourage the HRMPs of Southern Luzon to ensure that you remain strategic rather than transactional in the performance of your duties. Being strategic means equipping oneself with the right tools and one of these is embracing automation. Look at utilizing technology to ease the administrative burden and focus on HR management."

She said that HR professionals who transform their lives, their teams and their organizations are those who not only do things differently, but see things differently. "When HR focuses on not only what they do, but why they are doing it and for whose benefit, HR becomes better positioned to lead and influence at a higher level," according to Chair Bala.

She concluded her message by assuring each and every HRMP that the CSC will always be on hand to listen to what they have to say, to consult and clarify toward a better working relations between HRMPs and the Commission.

Meanwhile, one of the highlights of the conference was the benchmarking activity with some big companies in Laguna like Monde Nissin, Gardenia Bakeries Phils., Inc., Asia Brewery (Vita Milk) and Joyson Safety Systems. The benchmarking activity aimed to examine the private sector's integration of excellence and integrity in their people, systems and processes and products. Subject Matter Experts discussed topics on values, leadership competencies, HR system best practices, metric and analytics on HR, public sector unionism, among others. Commissioner Valderosa chaired the panel of judges for the HR paper presentation by delegates who submitted entries to the Search for the Best HR/Technical Paper under the professional development series of the conference. Conversations with representatives from GSIS, SSS, PHIC was also a major feature of the conference.



CSC Commissioner Leopoldo Roberto W. Valderosa Jr. delivers the closing remarks of the 26th Annual Conference of the Regional Council of Human Resource Management Practitioners.

# L&D interventions for HR practitioners



CSC Caraga conducts a seminar-workshop on PRIME-HRM Recruitment and Selection Management with more than 214 participants in Butuan City.



Almost 300 employees from various government agencies in Bicol Region attended the 2019 Gender Forum at Hotel St. Ellis, Legazpi City on 21 March 2019. The theme of the whole-day affair, spearheaded by the Civil Service Commission (CSC) Regional Office was "Appreciating Gender Diversity in the Workplace."



CSC Commissioner Leopoldo Roberto W. Valderosa Jr. and CSC RO XII Director IV Resurreccion Pueyo joins CSC field directors and officers of the Regional Council of Personnel Officers 12.



CSC Regional Directors from Visayas with CSC Commissioner Aileen Lourdes A. Lizada (left photo) and Chair Bala (right photo) during the Visayas-Wide Human Resource Management Practitioners' Convergence.



(From L-R) CSC RO VI Directors IV Rodolfo B. Encajonado and Victoria F. Esber with CSC Chair Alicia dela Rosa-Bala. Also with them is CSCRO VII Regional Director Editha D. Luzano.



Human resource management practitioners (HRMPs) in the Visayas attend the HRMP Convergence last 1 to 3 April 2019 in Cebu City.

The event's theme was "Reinventing the Brand of HRM in the Public Sector through Values-based Culture and Innovation". Topics include Values and Behavior: How Values Spell Success for People and Organizations; Public Service Values: Reinventing the Face of Public Service; Adversity Quotient: The Art of Turning Obstacles into Opportunities; Digital Ethics; Shaping a Values-Based Future thru Responsible Public Sector Unionism; Competency-Based HR Systems; and some CSC policy updates.



Civil Service Commission Chairperson Alicia dela Rosa-Bala (seated, 2nd from left) joins Department of Labor and Employment Secretary Silvestre H. Bello III (seated, 2nd from right), and Social Security System President and Chief Executive Officer Aurora Ignacio (seated, right) in signing the Implementing Rules and Regulations of the Expanded Maternity Leave Law during the 117th Labor Day celebration held in the City of San Fernando, Pampanga.

Source: Philippine Information Agency

# CSC supports Republic Act No. 11210: Female public servants to enjoy longer maternity leave

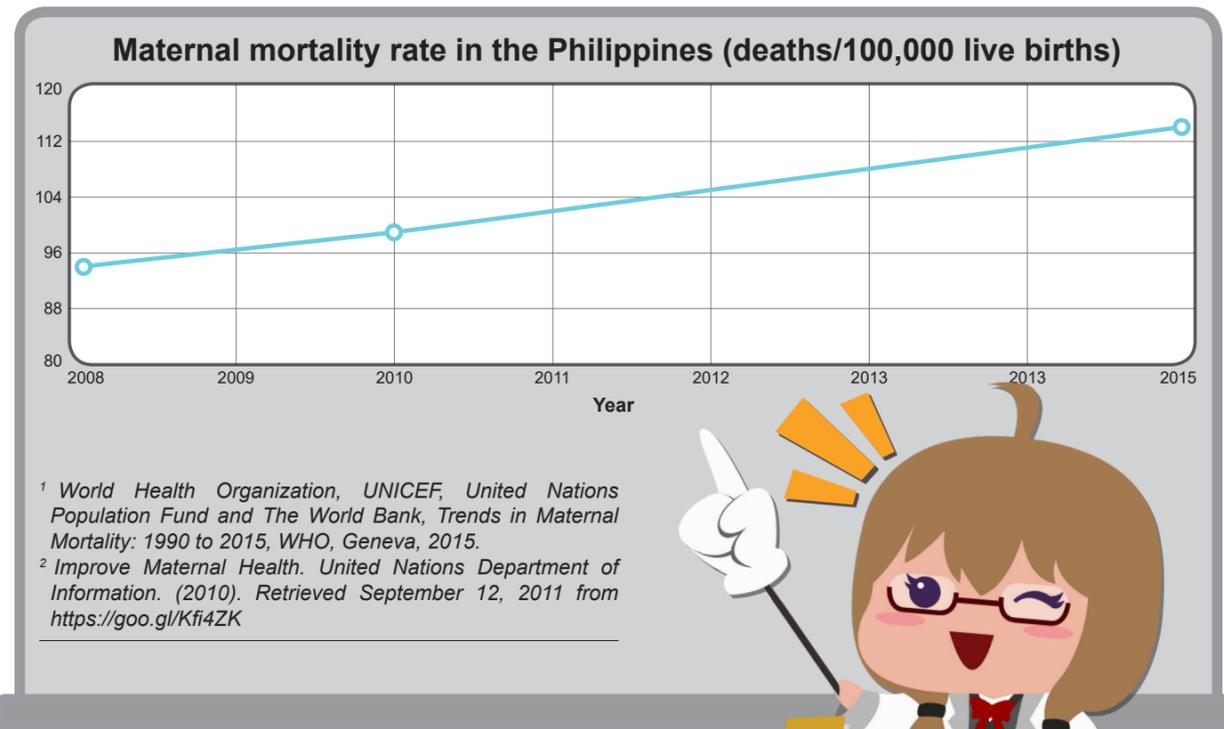


A post in the Civil Service Commission's (CSC) page read, "I am really thankful for the passage of the Expanded Maternity Law, even if I won't be able to avail of it anymore. There is cause to celebrate because it is inclusive and pro-working mothers whether married or single moms."

Mothers, whether working in government or in the private sector, in the informal economy, or engaged in sports, welcome the signing of Republic Act No. 11210 also known as the "105-Day Expanded Maternity Leave Law" or EML. The new law grants additional leave benefits and protects the welfare of mothers by providing them with ample transition time to regain their health and overall wellness before going back to work after giving birth.

But why is there a need to promote maternal health pre-delivery and postpartum?

According to the United Nations Children's Fund (UNICEF), a healthy child needs a healthy mother. A baby whose mother dies during childbirth or after is less likely to survive, and children who lost their mothers are 10 times more likely to die within two years of the death of their mothers. Thus, the care of the mother has to be intensive, not only prenatal, but also postpartum. The mother needs to be well, both physically and mentally, to take good care of her child.



<sup>1</sup> World Health Organization, UNICEF, United Nations Population Fund and The World Bank, Trends in Maternal Mortality: 1990 to 2015, WHO, Geneva, 2015.  
<sup>2</sup> Improve Maternal Health. United Nations Department of Information. (2010). Retrieved September 12, 2011 from <https://goo.gl/Kfi4ZK>

### Mortality rate of mothers

Meanwhile, the World Health Organization (WHO) reported that complications during pregnancy and after childbirth are a leading cause of death and disability among women of reproductive age in developing countries.

Maternal death or maternal mortality refers to deaths due to complications from pregnancy or childbirth. WHO defines it as "the death of a woman while pregnant or within 42 days of termination of pregnancy, irrespective of the duration and site of the pregnancy, from any cause related to or aggravated by the pregnancy or its management but not from accidental or incidental causes."

Figures from UNICEF indicates that maternal mortality rates remain very high. From 1990-2015, over 800 women die each day from complications in pregnancy and childbirth—the vast majority in developing countries. A woman's risk in a developing

country dying from a pregnancy-related cause throughout life is about 36 times higher compared with a woman living in a developed country.<sup>1</sup>

In the Philippines, maternal mortality is recorded at 114 cases per 100,000 live births, according to the World Bank. This number is significantly higher given the rate of four deaths per 100,000 births registered in countries such as Sweden and Austria. A mother's access to health care during gestation, during delivery and post-partum have been proven to influence her chances of survival. Antenatal care has been found to be associated with maternal mortality because many of the major causes of maternal death are preventable if they have been acted upon.<sup>2</sup>

### Road to recovery: 105-day leave for mothers

Mothers in Denmark get a total of 18 weeks or 126 days of maternity leave, all at full pay; four weeks before the birth and 14 weeks after. During this period, the father can also take two consecutive weeks off.

In Canada, the government mandates both leave of up to 63 weeks and a benefits component, depending on the length of employment. Their employers are required to accept the employees back into their jobs, or the equivalent, at the end of the mandated leave at the same rate of pay, with the same employment benefits.

Meanwhile, Singapore offers either 16 weeks or 112 days of government-paid maternity leave or 12 weeks or 84 days of maternity leave, depending on whether the child is a Singapore citizen and on other criteria.

Considered a landmark legislation in the Philippines, R.A No. 11210 or EML was published on 23 February 2019 and its

Implementing Rules and Regulations was jointly signed on 1 May 2019 by the CSC, Department of Labor and Employment, and the Social Security System. The IRR defines the rules for availing of the expanded maternity leave.

The law recognizes and acknowledges Filipino women's vital role and contribution to the national development, while giving them the opportunity to exercise their unique reproductive role. EML extends the current 60-day (78 days for caesarian section delivery for women workers in the private sector) paid maternity leave to 105 days with an option to extend for additional 30 days of unpaid leave. These time off from work gives women enough time and resources to recuperate, regain her full strength, and nurture her child after giving birth.

R.A No. 11210 will also keep the Philippines at par with the International Labor Organization's (ILO) set standards on maternity protection. The minimum prescribed international standard for maternity leave is set at 14 weeks or 98 days as per the ILO Convention 183.

## MATERNITY LEAVE IN ASEAN COUNTRIES

BEFORE		NOW	
Vietnam	180 Days	Vietnam	180 Days
Singapore	112 Days	Singapore	112 Days
Brunei	105 Days	Philippines	105 Days
Laos	105 Days	Brunei	105 Days
Myanmar	98 Days	Laos	105 Days
Thailand	98 Days	Myanmar	98 Days
Cambodia	90 Days	Thailand	98 Days
Malaysia	90 Days	Cambodia	90 Days
Indonesia	90 Days	Malaysia	90 Days
Philippines	60-78 Days	Indonesia	90 Days

From the bottom of the list, the Philippines now joins the ranks of top ASEAN countries giving sufficient maternity leave to women workers at 105 days.

### **Caring for mothers in government without prejudice**

Working mothers are guaranteed 105 days of paid maternity leave, regardless of the mode of delivery, civil status, legitimacy of the child, and employment status.

EML amends Section 11 of CSC Resolution No. 021420 dated 22 October 2002 (Re: Amendment to the Maternity Leave Rules) which enumerates the conditions for the grant of maternity leave. For an instance is requiring woman in government service an aggregate of two (2) or more years of service to enjoy full payment of her maternity leave.

It also grants 60 days of paid leave in all instances of pregnancy, miscarriage, or emergency termination of pregnancy regardless of frequency.

The EML does not require a mother to be married. In fact, additional 15 days paid maternity leave are granted to female solo parents if the female worker qualifies as a solo parent under Republic Act No. 8972 or the Solo Parents' Welfare Act of 2000.

In addition, Section 8 of the IRR assures female worker in the public sector security of tenure. The availment of the 105-day maternity leave benefit shall not be used as basis for demotion in employment or termination. The transfer to a parallel position or reassignment from one organizational unit to another may be allowed if this does not involve reduction in rank, status, salary, or amounts to constructive dismissal. Furthermore, the EML can be availed even in the pendency of an administrative case.

### **Uninterrupted postpartum care**

We have heard of "mommy blues" experienced by mothers, especially those who felt that they are not fully ready to report back to work physically and emotionally when their 60-day maternity leave was up. Some shared that they found it hard to leave their infant behind but feeling helpless that they had no choice. Others were sad that they were not able to establish a healthy breastfeeding routine even with the establishment of nursing areas and workplace support.

A contributing factor to postpartum depression of working mothers is having to pump breast milk at work with the feeling that they were not able to give full attention to their newborn. According to health journals, there are two critical maternal hormones released during breastfeeding: oxytocin and prolactin. Oxytocin helps mothers feel happy and encourages maternal behavior, while prolactin, a milk-producing hormone, produces a special calmness in mothers. Breastfeeding mothers have also been shown to have a less intense response to adrenaline, resulting in



*CSC Chairperson Alicia dela Rosa-Bala (leftmost) with DOLE Secretary Bello (middle) and SSS President and CEO Ignacio (rightmost) during the signing of the IRR of the Expanded Maternity Leave Act of 2019. With the signing of the law, the Philippines is now at par with the International Labor Organization's set standards on maternity protection. The minimum prescribed international standard for maternity leave is set at 98 days as per the ILO Convention 183.*

a reduced stress response. Mother who were not given enough time to establish breastfeeding routines experience a sense of sadness over unfulfilled expectations at a time when maternal hormones are at an all-time. This unfulfilled expectation can send fragile new mothers on an emotional rollercoaster.

In her blog entitled, *Mommy and Practicality*, Louise Santos, shared that she was not over the baby blues when she went back to work after her maternity leave. "Had this 105-Day Expanded Maternity Leave Law been enforced back then, I would have

been over my postpartum blues, I would have established my breastfeeding routine and milk production without unnecessary stress, and I would have been back to work feeling thankful to the company."

R.A. No. 11210 requires that the maternity leave be availed of in a continuous and uninterrupted manner. Hence, the previous rule giving the female workers an option to return to work earlier than the prescribed period has been superseded.

Maternity leave can be credited as combinations of prenatal and postnatal leave as long as it does not exceed 105 days. In no case shall postnatal care be less than 60 days.

In case of live childbirth, female employees have the option to extend for an additional 30 days without pay or use her earned sick leave credits. If the sick leave credits have been fully consumed, vacation leave credits may be used. For the extended leave, written notice must be given to the employer at least 45 days before the end of the employee's maternity leave, except in case of medical emergencies where prior notice is not required. Furthermore, the extended maternity leave shall not be considered a gap in service.

### **Allocation of maternity leave**

The law also includes an option to share seven of the 105 days to the father of the child, in addition to the existing seven days paternity leave granted under Republic Act No. 8187 or the "Paternity Leave Act of 1996".

In case of death, absence, or incapacity of the child's father, the female worker may allocate the seven days to an alternate caregiver, who should be a relative within the fourth degree of consanguinity, or her current partner, regardless of sexual orientation or gender identity, with whom she shares the household.

However, if the female worker dies or becomes permanently incapacitated, the maternity leave benefits or the balance of such shall be given to the child's father or to the alternate caregiver, provided that the leave benefits have not yet been commuted to cash. A certified true copy of the death or medical certificate or abstract shall be submitted to the employers of both the female worker and the child's father or alternate caregiver.

If the maternity leave benefits have already been paid to the female worker, the child's father or alternate caregiver shall only be excused from work without pay. Such leave without pay shall not be considered as a gap in the service.

Filing of the maternity leave under EML should be done at least 30 days in advance, whenever possible, using Civil Service (CS) Form No. 6 with a medical certificate.

More than anything, the EML is a celebration of motherhood as more time is given for her to holistically recover from the demands of pregnancy and bond with her newborn during the crucial first few months of life.

# Public Administration and the Future: Challenges and Opportunities in Realizing the Sustainable Development Goals and Directions for Reform and Capacity Building\*

\*A speech delivered by CSC Chairperson Alicia dela Rosa-Bala for the 2019 Annual Conference of Asian Association for Public Administration which was held on 22 May 2019 at Dela Salle College of Saint Benilde in Manila.

**A**llow me to focus on providing information on the contributions of the CSC to public administration in the area of human resource management and how it is moving on to the future given its mandate under the 1987 Philippine Constitution.

## Brief background on the CSC

First, let me give a brief background on the Philippine Civil Service Commission. The CSC is the premiere human resource institution (HR) of the Philippine government, constitutionally mandated to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service. The CSC envisions to be globally recognized as a center of excellence for strategic human resource and organizational development. Its core purpose is to make every civil servant a servant-hero (*Gawing lingkod bayani ang bawat kawani*). Its core values are love of God and country, excellence, and integrity.

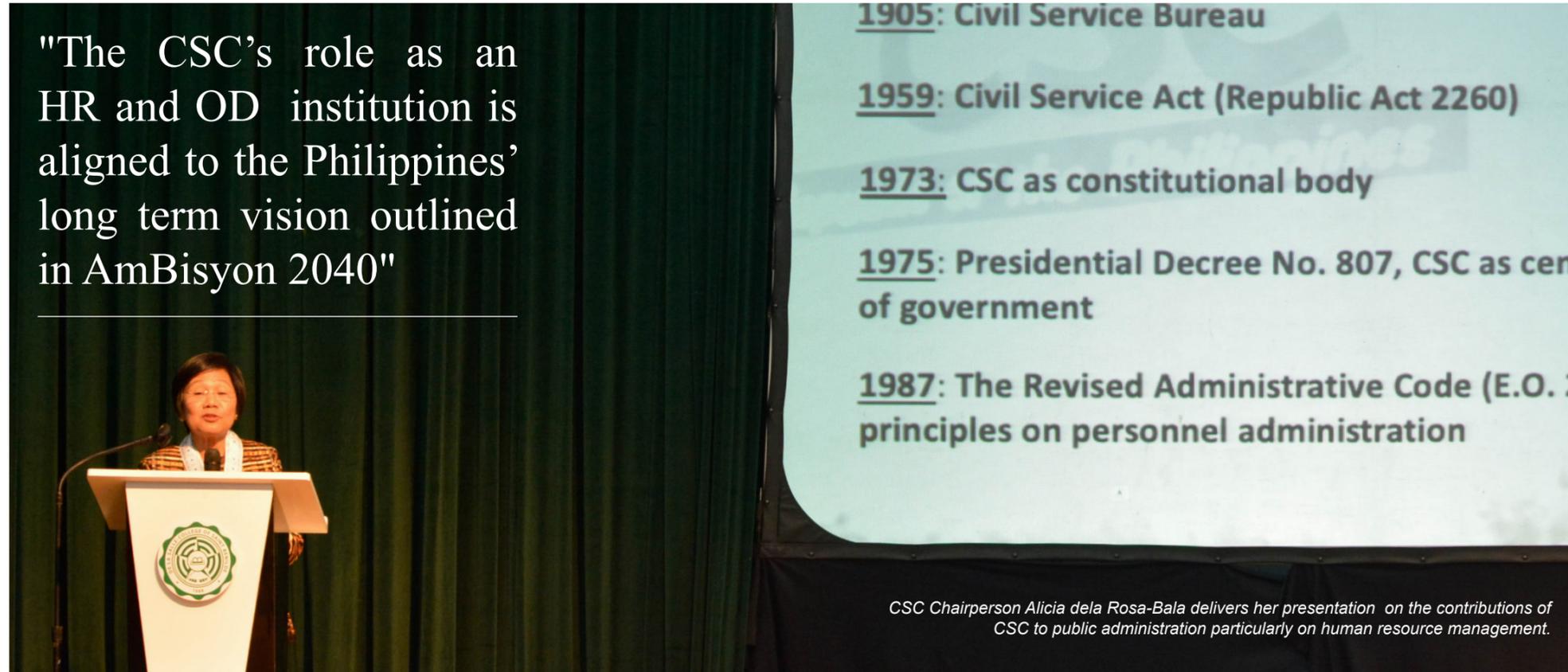
The CSC is a constitutional body headed by a three-person commission: a chairperson and two commissioners. It has a central office, 16 regional offices (one for each region), and more than a hundred field offices nationwide.

In 1900, the civil service system in the Philippines was formally established under Public Law No. 5 ("An Act for the Establishment and Maintenance of an Efficient and Honest Civil Service in the Philippine Island") by the second Philippine Commission. A civil service board was created composed of a chairperson, a secretary, and a chief examiner. The board administered civil service examinations and set standards for appointment in government service.

In 1959, Republic Act No. 2260, otherwise known as the Civil Service Law, was enacted. This Act converted the Bureau of Civil Service into the Civil Service Commission with department status. In 1975, the CSC was converted into a constitutional body upon ratification of the 1973 Constitution. In 1975, the CSC's role was redefined as the central HR agency of the government.

The CSC's mandate was derived from Article IX-B of the 1987 constitution, which was given effect through Book V of Executive Order No. 292, also known as the 1987 Administrative Code. The Code essentially reiterates existing principles and policies in the administration of the bureaucracy and recognizes, for the first time, the right of government employees to self-organization and collective negotiations under the framework of the 1987 Constitution.

"The CSC's role as an HR and OD institution is aligned to the Philippines' long term vision outlined in AmBisyon 2040"



CSC Chairperson Alicia dela Rosa-Bala delivers her presentation on the contributions of CSC to public administration particularly on human resource management.



EXECUTIVE LETTER

The CSC's role as an HR and OD institution is aligned to the Philippines' long term vision outlined in AmBisyon 2040, specifically Pillar I, which is enhancing the social fabric (*malasakit*): ensuring people-centered, clean, and efficient governance.

The CSC is instrumental in contributing to the national goal of building a high-trust society, as articulated in the 2017-2022 Philippine Development Plan. Its thrust of upholding public service excellence is linked to increasing competitiveness and ease of doing business, as well as building trust in public institutions.

## Journey toward genuine reform

In recent years, the CSC has focused on changing the landscape of Philippine HR. Starting with internal reforms, the CSC launched HR initiatives designed to develop civil servants and empower government agencies.

It has worked for policies adopting transparency, accountability, and excellence in public service delivery. From programs implemented during the early 1900s to present, the Philippine bureaucracy has gradually seen a paradigm shift in the efficiency of government services and dealing with the citizens it serves.

Anti-corruption and governance initiatives for the bureaucracy have been in place through various administrations and leadership, but started to gain prominence with the creation of the Presidential Complaints and Action Committee (PCAC) in the 1950s.

PCAC was the benchmark of subsequent service delivery improvement initiatives such as the *Mamamayan Muna* or Citizen's First Program and the Public Service Delivery Audit (PASADA), which were implemented to foster a culture of courtesy and responsiveness between the government and the public.

To up the ante in speeding up public service delivery, the Anti-Red Tape Act (ARTA) or Republic Act No. 9485 was signed into law in 2007.

## Anti-red tape initiatives

Over the years, the CSC has responded to the clamor for fast and efficient service. Implementing R.A. No. 9485 or ARTA enabled the CSC to lead the transformation of frontline service in government.

Among the salient provisions of the law is the crafting of the Citizen's Charters to show the specific services provided by their frontline offices, as well as the timelines, documentary requirements, step-by-step procedures, and fees involved; observance of the "no noon break" policy; launching of the anti-fixer campaign to educate the transacting public that fixing only fuels the cycle of corruption and red tape; and setting up of special lanes for pregnant women, persons with disability, and the elderly.

To monitor ARTA implementation, the CSC administered the Report Card Survey (RCS), a client satisfaction survey that gauged the performance of agencies in terms of curbing red tape and streamlining their processes. Based on the results of the RCS, CSC recognized those with ratings of excellent by awarding them with the Citizen's Satisfaction Center Seal of Excellence, and provided assistance to those with Failed ratings through the Service Delivery Excellence Initiative.

To maintain momentum, contact between government and the public was strengthened. Aside from the setting up of Public Assistance and Complaints Desks in government service offices nationwide, the Contact Center ng Bayan was also established as the ARTA feedback mechanism through which clients may send in their complaints, suggestions, or commendations.

Celebrating the success of the fight against red tape  
In battling red tape, the CSC records 10 milestones during the last decade:

- Government offices now have their citizen's charter;
- The no noon break policy is now observed;
- Special lanes are established along with more comfortable and modernized frontline service facilities;
- Shorter processing time;
- Fewer documentary requirements;
- The Contact Center ng Bayan became a model for a government contact center, and initially hosted the office of the President's hotline 8888;
- Public Assistance and Complaints Desks set up in government service offices;
- Anti-fixer campaign emphasized that fixing is a crime punishable under law;
- ARTA implementation encouraged citizen participation; and
- RCS drove agencies to help improve ease of doing business.

This is complemented by studies made on anti-red tape initiatives of the CSC. In an in-depth study by the Ateneo School of Government, researchers reveal that reduced red tape in government transactions, physical improvements in government frontline offices, and behavioral change among government employees are all attributable to the implementation of ARTA, in particular the ARTA-RCS. In a similar study by the United States Agency for International Development's Integrity for Investments Initiative (USAID I3), research revealed that aside from reduced red tape, physical improvements, and employees' behavioral change, fixers in frontline offices were also lessened as a result of the anti-fixer campaign.

With the positive feedback in its implementation, the ARTA program was included as one of the country's commitments for 2015-2017 in the Open Government Partnership (OGP), an international initiative aiming to secure commitments from governments to promote transparency, empower citizens, fight corruption and harness new technologies to strengthen governance.

#### EODB EGSD Act of 2018

To sustain the gains of ARTA in the fight against red tape, President Rodrigo Roa Duterte signed Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery (EODB EGSD) Act of 2018.

While the Philippines has moved forward in terms of service delivery, the rest of the world continues to move faster. There is a need for the Philippines to catch up and fast-track its reforms especially in terms of fighting red tape resulting to ease of doing business in the country. In response to this need, R.A. No. 11032 was passed, amending R.A. No. 9485.

R.A. No. 11032 mandates all government agencies to streamline regulatory practices through reengineering of systems and procedures, conducting regulatory impact assessment, and repealing of outdated and redundant laws and issuances.

"With the shift in perspective, the CSC aims to place the development of the organization side by side with the development of individual employees."

#### Highlights of the EODB EGSD Act of 2018

Government agencies are likewise mandated to set up standards on processing time prescribed by R.A. No. 11032, to utilize government technology which is currently being developed by the department of information and communications technology, and to work closely with other government instrumentalities to ensure compliance with the provisions of the law. These initiatives must be done in urgency because the law also directs all government agencies to ensure that the 3-7-20 processing days will be followed. Simple transactions must be completed within 3 working days, maximum of seven working days for complex transactions, and 20 working days for highly-technical applications.

In support of this, several human resource management programs are being strengthened to make them more attuned to the development of government workers able to deliver efficient services to the public.

Opportunities to realize Ambisyon 2040, specifically the Philippine Development Plan 2017-2022, through excellent HR management in the public sector

The employee-first culture has gained momentum in recent years. According to this business model, an organization's journey toward creating a client-centric culture starts with taking care of its employees. CSC has joined this bandwagon, believing that sound human resource policies and programs equate to a competent and highly motivated workforce. The CSC follows the formula of a "happy employee", as it ensures that the government workforce of the Philippines is well-taken care of physically and mentally, and are equipped with appropriate knowledge, skills, and attitude to deliver services to the public.

With the shift in perspective, the CSC aims to place the development of the organization side by side with the development of individual employees.

A key measure of efficiency and effectivity in HR management in the Philippine bureaucracy is the program to institutionalize meritocracy and excellence in human resource management or PRIME-HRM, introduced by the CSC in 2012.

#### PRIME-HRM

PRIME-HRM is anchored on excellence demonstrated by people results to organization excellence. It aims to transform the four areas of HR management system: recruitment, selection, and placement; performance management system; learning and development system; and rewards and recognition system.

PRIME-HRM is transforming the way agencies understand and practice HR from transactional (day-to-day management) to strategic (results-oriented), and ultimately, improve the quality of the Philippine bureaucracy and the service it delivers to the public.

#### Performance Management System

Complementing PRIME-HRM is the Strategic Performance Management System or SPMS as the performance-based employee assessment and incentives system. SPMS highlights the alignment of individual performance in the achievement of an organization's vision, mission, and strategic goals. It should be noted that SPMS also links ARTA provisions with agency performance and incentives. For local government units, having the seal of good local governance means it has complied with anti-red tape measures to promote business friendliness and competitiveness. For national government agencies, having an updated citizen's charter is required to qualify for the performance-based bonus. Having R.A. 9485-based indicators for performance incentives effectively challenges agencies to observe high public service standards.

#### Recruitment, Selection, and Placement System

The CSC has adopted the Competency-Based Recruitment and Qualification Standards or CBRQS. This system includes "competencies" in the assessment of applicants or holders of a specific position. In our current system of recruitment, we only look at a candidate's qualification or "QS" in terms of experience, education, training and eligibility. The CSC is currently working to integrate competencies in HROD systems in the public sector because we believe that good governance begins with good people on board who will lay the foundation for a highly competent, credible and high-performing civil service.

#### Competency-based Learning and Development Programs

CSC continues to place premium on Competency-based Learning and Development through the training programs offered by the Civil Service Institute (CSI), which aims to address the competency gaps of an employee to make one the right fit for the job position, as well as prepare them for future promotion.

Learning and development programs focus not just on the development of the bureaucracy's human resources, but on developing leaders. Some of the CSC's leadership programs are the quarterly Leadership Series, the Leadership and Management Certification Program or CPRO, and the annual Public Sector Human Resource Symposium (HR Symposium).



## PUBLIC ADMINISTRATION AND THE FUTURE

Challenges and Opportunities in Realizing the Sustainable Development Goals and Direction for Reform and Capacity Building

May 22-24, 2019  
De La Salle-College of Saint Benilde  
Manila, Philippines

### Rewards and recognition

The CSC also places importance on its rewards and incentives programs, both at the national level and the agency level.

At the agency level, we have the program on awards and incentives for service excellence (praise) to recognize outstanding contributions of executives, individuals, and groups to various programs of the CSC. We also honor loyalty awardees who have been with the CSC for 10, 15, 20, 25, and 30 years.

At the national level, the CSC administers the Search for Outstanding Government Workers, which seeks to recognize and reward state officials and employees for their outstanding contributions and achievements in the delivery of public service. The recognition is also the highest given to state workers, with no less than the President of the Republic handing the award.

The roster of Presidential *Lingkod Bayan*, Outstanding Public Officials and Employees (*Dangal ng Bayan*) and CSC *Pagasa* awardees showcase integrity, accountability, and excellence of state employees in their respective fields—in agriculture, finance, local governance, administrative work, information technology, education, research and development, military, or law.

We have had awardees who remained steadfast in living these values in the face of disability, temptation, extreme challenges, and even death.

### Fulfilling the CSC's core purpose

CSC's journey from transactional to strategic HR is anchored on Republic act No. 6713 or the Code of Conduct and Ethical Standards for Public Officials and Employees. Not only does R.A. No. 6713 prescribe behavioral norms for government workers, it also sets performance standards for public service. This profound connection between the competency of HR and the quality of public service is the heartbeat of the CSC's work, and the point of its existence.

The diachronic exploration of public administration and governance reforms in the Philippine civil service system has

"Therefore, we need to revisit competencies that would support the mobility of HR across the world. What we need now are out-of-the-box perspectives, as well as skills and tools that are needed to thrive in the new millenium."

Public Service Values Program or PSVP, which promotes the public service values of patriotism, integrity, excellence, and spirituality or P.I.E.S.

Why the focus on behavior in the midst of an increasingly globalized world geared toward customer satisfaction? In recent years, we have heard experts harkening the dawn of the fourth industry revolution, emphasizing how technology does not only shape the future but that it is the future. The world is redefining communication, relations, governance, and public service with artificial intelligence, robotics, big data analytics, and rapid technological advancements in an increasingly borderless society. Therefore, we need to revisit competencies that would support the mobility of HR across the world. What we need now are out-of-the-box perspectives, as well as skills and tools that are needed to thrive in the new millenium. The World Economic Forum has identified design thinking, strategic foresight, complex problem solving as some of the HR competencies needed to future-proof an organization. Most importantly, a future-ready civil servant is one with unbreakable values who will show consistent ethical behavior even in an environment of fluidity and possibilities.

That is why the CSC continues to work with government agencies, as well as local and international organizations, to make sure that the future of HR remains true to our core purpose: Gawing lingkod bayani ang bawat kawani or make every civil servant, a servant hero. Thank you.

never stopped through ever-evolving systems, policies, and programs to fulfil its mandate of delivering excellent public service.

At the core of our work is molding civil servants with a strong sense of duty and set of values. Over the years we have launched and enhanced programs designed to ingrain the principles of R.A. No. 6713 in all civil servants. In the 90s, we had the Alay sa Bayan induction program (ALAB) for new entrants in government, and the Values Orientation Program or VOW, an intervention program to inculcate the code of conduct among government workers. We also have the Public Service Ethics and Accountability Seminar (PSEA), which promotes ethical and accountable service to the public. Now we have the

## HR CORNER JULY IS NATIONAL DISASTER RESILIENCE MONTH

# CSC URGES GOVERNMENT WORKERS TO PREPARE FOR THE "BIG ONE"



Last April 2019, Metro Manila and neighboring provinces felt a magnitude 6.1 earthquake with the epicenter traced in Castillejos, Zambales. The biggest damage was recorded in Pampanga. A building collapsed while several infrastructure were seriously damaged, people were evacuated, a number were injured, and lives were lost. It was followed by a magnitude 6.2 quake in Eastern Samar which fortunately, was not as devastating.

### EARTHQUAKE SCENARIO

The "Study for Earthquake Impact Reduction for Metropolitan Manila in the Republic of the Philippines" done in 2004 by the Japan International Cooperation Agency (JICA) in coordination with Philippine Institute of Volcanology and Seismology (PHIVOLCS) and the Metropolitan Manila Development Authority (MMDA) predicted what could happen if a 7.2-magnitude earthquake were to occur in Metro Manila. Around 170,000 residential houses would collapse or be heavily damaged, and 26 percent of buildings would be moderately damaged. The death toll in the first hour could reach 34,000 people and another 20,000 could become casualties in the succeeding hours caused by successive tremors. If fire will breakout, it will burn approximately 1,710 hectares and 18,000 additional persons will be killed by this secondary disaster. Moreover, infrastructures and lifelines will also be heavily damaged.

Moreover, Metropolitan Manila will be separated into four regions by the earthquake impact according to the JICA study. For instance, the western part will be isolated from other parts of Metro Manila by fire and building collapse while all road networks running east-west, which are on the fault will be broken due to the movement. Other roads running North-South in fault areas will be difficult to use, due to the high number of collapsed buildings.

Source: <http://faultfinder.phivolcs.dost.gov.ph/>



In a disaster, rescue will usually arrive only after 72 hours. When disaster strikes, help won't come immediately because roads still need to be cleared or ports are closed. Also consider that it takes an hour to travel five kilometers on an average day in Metro Manila, but with buildings and electrical posts down, thousands of homes on fire, and debris all over, it would take rescuers longer to reach the devastated areas. This is assuming that government rescue forces and volunteers are safe and equipment are intact and operational. According to the international assessment, help could be longer than 72 hours in Metro Manila because of its poor urban design.

What if the Big One, which PHIVOLCS have been warning us for years to prepare, happened tomorrow. Are we ready for it?

**DISASTER-RESILIENT CIVIL SERVICE**

President Rodrigo Roa Duterte signed Executive Order No. 29 on 28 June 2017 to declare July as the National Disaster Resilience Month, an observance formerly called National Disaster Consciousness Month. This was done to highlight the shift from disaster awareness building to disaster resilience.

The national celebration aims to underscore that the responsibility in disaster risk management does not lie solely on the national government and government agencies but it is everyone's concern. Hence citizens, political leaders, government institutions, private organizations, and civil society organizations must work toward building a resilient nation.

In earnest in all government agencies are the conduct of disaster preparedness activities to teach civil servants lifesaving skills such as CPR and first aid, regular earthquake and fire drills, and provision of practical safety tips, among others.



The Civil Service Commission (CSC), in compliance with Republic Act No. 10121 or the Philippine Disaster Risk Reduction and Management Act of 2010, required government agencies to conduct training for their personnel on disaster risk reduction and management (DRRM).

CSC Resolution No. 1800960 dated September 17, 2018 enjoined heads of agencies to provide appropriate training on "Disaster Risk Reduction and Management" (DRRM) for all their employees to build capability on mitigating disaster risk, preparing for disaster, responding to emergency situations and ensuring continuity of government services during crisis.

DRRM is now required to be made part of the orientation of every government agency to its new employees, and periodic reorientation to existing employees which may include training, earthquake/fire drills, simulations, and other related activities. In addition, those whose functions/roles/units/offices are directly involved in disaster risk reduction management and rehabilitation should be provided specialized courses on DRRM.

Participants in DRRM Courses may earn leadership/management or technical training hours depending on the course description, course objectives, and target participants to satisfy training requirements specified in the Qualification Standards.

**FROM VULNERABILITY TO CAPACITY**

Meanwhile, the Philippine Disaster Resilience Foundation (PDRF) recommends the use of a guide on preparing for the Big One and other hazards. PDRF, formerly known as the Special National Public Reconstruction Commission, was created by virtue of Executive Order No. 838. It was mandated to spearhead effective reconstruction measures that address the needs of disaster-stricken communities. To decrease risk, the key is increasing capacity to offset vulnerability, the following will help:



**STEP 1: SITUATIONAL AWARENESS**

Find out the distance of your home and workplace from the West Valley Fault. Visit the Phivolcs Faultfinder and Project Tremors which can help determine how near one is to the West Valley Fault.

The West Valley Fault runs for 100 kilometers from Sierra Madre to Cavite. The last major earthquake was in 1658. Based on history, the fault has moved in an interval of 400 years, so the next one can come within our lifetime or that of our children's.

Know how far the fault is from your home, your children's schools and your workplaces, as this will help in planning the next steps.

**STEP 2: INVENTORY OF LOVED ONES**

In the event of a natural hazard, one's instinct would be to run to our families. But what if it is not safe to do so? Ensure that on hand is a list your household members' names, contact details and the places that family members are most likely to be in each day during the week.

**CONTACTS:**



If part of the plan is to leave Metro Manila in the event of a disaster, determine your out-of-town host or contacts, and make sure to inform them that they are part of your preparedness plan.

Ensure that all household members, including *kasambahays* are involved in disaster preparedness planning to avoid panic and making decisions that could endanger others.

**STEP 3: DECIDE ON A MEET-UP POINT AND WHERE YOU EXPECT TO GO AFTER THE DISASTER**

Start determining which is the safer option—staying or leaving the home during an earthquake? Choose between staying home, going to an evacuation center, or relocating outside Metro Manila. From here, one can determine a meet-up point for the family.



Based on the faultfinder maps, decide on what routes to use to go to your meet-up point and last destination. After the Big One, the major road that may be safest to traverse is EDSA.

**STEP 4: PREPARE EMERGENCY KITS BOTH AT HOME AND AT WORK**

The list of basic supplies includes food (non-perishable, cooked in easy open can), water, rubber shoes, first aid kit (including wound dressing, pressure bandage), battery-operated/crank radio, duct tape (for emergency purposes such as repairing shoes), comfortable and sturdy clothes, and thermal blanket.

**SUPPLIES:**



Documents are also extremely important during a disaster. While hard copies of one's identification such as birth certificates and marriage certificates are handy, it is also practical to scan these and copy in a USB. Include easily identifiable photos or name tags of each member of the family as these will help rescuers tag any missing persons or those they have been able to assist.



**STEP 5: PRACTICE DUCK, COVER, AND HOLD**

Have you ever practiced an earthquake drill at home or the only experiences you have are the drills conducted in the workplace or in school?



Start practicing drills such as the duck-cover-hold, first aid training, and surviving on limited resources.



**STEP 6: STOCK UP ON RESOURCES AND CHECK THE EXPIRY DATES**

After assembling your emergency kit, you will need to note the expiry date and restock as needed. People are advised to stock up on at least two weeks' worth of supplies at home and to regularly check their expiry date as well.

**STEP 7: KEEP TABS ON HOTLINE NUMBERS AND WEBSITES**

Stay disaster-ready by having a regular source of information on disasters such as websites and mobile apps.



**Phivolcs** – [dost.phivolcs.gov.ph](http://dost.phivolcs.gov.ph)  
**MMDA** – [mmda.gov.ph](http://mmda.gov.ph)  
**NDRRMC** – [ndrrmc.gov.ph](http://ndrrmc.gov.ph)  
**Quake Alert** – [earthquaketrack.com/philippines](http://earthquaketrack.com/philippines)

The ultimate goal of all this preparedness planning is to get life back to normal. While planning seems like a chore, empowering people will spell the difference between life and death.

This is important as the CSC takes responsibility in nurturing generations of disaster-resilient civil servants.

# CSC GEARS UP FOR 119<sup>TH</sup> PHILIPPINE CIVIL SERVICE ANNIVERSARY



## WHAT DO WE CELEBRATE?

Every year, the Philippine civil service commemorates the enactment of Public Law No. 5, "An Act for the Establishment and Maintenance of an Efficient and Honest Civil Service in the Philippine Islands" on 19 September 1900. The Philippine government also celebrates the achievements and contributions of the men and women in government who uphold the country's societal goals and over-all vision.

Thus, the Philippine Civil Service Anniversary is not just the anniversary of the Civil Service Commission (CSC), but of the whole bureaucracy as well.

## WHAT ARE THE ACTIVITIES LINED UP FOR THIS YEAR?

As the anniversary celebration is anchored on one of AmBisyon Natin 2040's key areas for development planning, building a high trust society, this year's activities are meant to remind us of improving ourselves and the quality of our service for the benefit of the Filipino people:

### R.A.C.E. TO SERVE FUN RUN

National Capital Region

**When is it?** 1 September 2019, Sunday, 4 a.m.

**Where will it be held?** Quirino Grandstand, Manila

**Who do we contact?** Director III Prisco S. Rivera Jr. and Ms. Mira Michelle A. Brazil of the CSC National Capital Region may be reached at 02-7815886 or 02-7408412 local 201

Other Regions

**When is it?** 1 September 2019, Sunday

**Where will it be held and who do we contact?** Venue and contact person/s will be provided by CSC Regional Offices

The R.A.C.E. to Serve Fun Run is the official nationwide kick-off activity of the PCSA nationwide. For the National Capital Region, the CSC National Capital Region (CSC NCR) will host the Fun Run in Manila, while other CSC Regional Offices (CSC ROs) will also conduct their Fun Runs on the same date in their respective regions.

## WHAT IS THIS YEAR'S THEME?

As the premiere human resource institution of the Philippine Government, the Civil Service Commission (CSC) continues to hold activities that inspire and motivate individuals, build teams and networks, promote solidarity among government workers, and uphold public service values.

These are principles that guide the CSC in spearheading the 119th Anniversary of the Philippine Civil Service with the theme:

### CIVIL SERVICE AT 119: UPHOLDING INTEGRITY AND BUILDING A HIGH-TRUST SOCIETY



## AWARDS RITES FOR THE 2019 OUTSTANDING GOVERNMENT WORKERS

**When is it?** September 2019

**Where will it be held?** Malacañan Palace

**Who do we contact?** Ms. Fia U. Salumbides or Ms. Christine E. Lopez of the Honor Awards Program Secretariat may be reached 02-9320381, paio.hap@csc.gov.ph, hapsecretariat@gmail.com

With its core purpose of gawing lingkod bayani ang bawat kawani, the CSC continues to recognize exemplary civil servants and their outstanding contributions to national development.

The awards rites is the culmination of the annual search for outstanding public officials and employees. The awards, as provided by law, are conferred by the President of the Republic of the Philippines. Heads of government agencies, especially those with 2019 national winners, will be attending the awards rites.

There are three award categories: the Presidential *Lingkod Bayan* award for groups and individuals with outstanding contributions with nationwide impact, the *Dangal ng Bayan* award for individuals consistently demonstrating exemplary behaviour, and the CSC Pagasa award for groups and individuals whose contributions benefited a department or office.



## NATIONWIDE GOVERNMENT JOB FAIR

**When is it?** 27 September 2019

**Where will it be held?** Each Regional Office will be conducting their own Job Fair, and interested participants are requested to coordinate with them for specific venues at each region.

**Who do we contact?** Mr. Sherwyn V. Farnican of the CSC Central Office may be reached at 02-9320181, 02-9512639, or csc.erpo.psd@gmail.com.

A total of fifteen thousand one hundred and nine (15,109) vacancies were offered by 30 participating agencies during the Government Job Fair held at the SM City North EDSA Skydome from 26 to 27 September 2018. Co-organized by the CSC's Examination, Recruitment, and Placement Office and the CSC National Capital Region (NCR) the Job Fair attracted 3,836 job seekers from NCR. CSC Regional Offices also held Job Fairs in their respective regions.

This year, CSC will once again invite job seekers to participate in the Job Fair as a support to.

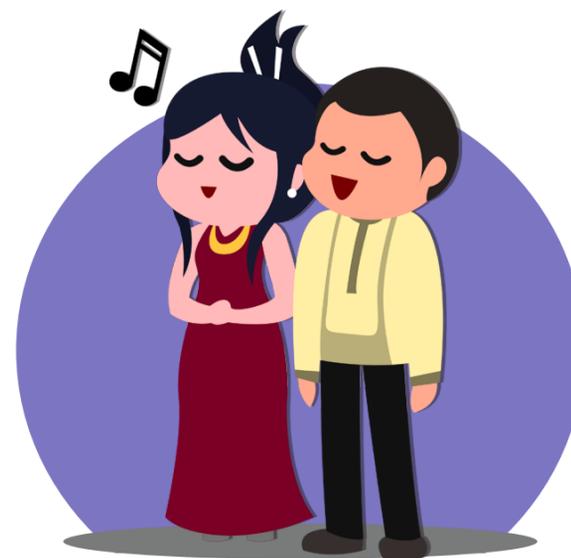
## GOVERNMENT CHORAL COMPETITION

**When and where will it be held?** The Grand Finals is on 17 September 2019, 2 p.m., at Cultural Center of the Philippines, Pasay City

**Who do we contact?** Mr. Jeffrey C. Cruz, Mr. Rodel A. Villaflor, or Ms. Ma. Cristine Louise C. Ramos of the CSC Regional Office IV may be reached at cscro4\_pald@yahoo.com, 02-9264450, or 02-5080377

The Government Choral Competition has served as a venue for celebrating Filipino arts and culture, and introducing original Filipino compositions to the audience. The competition also showcases the talent of public servants from Luzon, Visayas, and Mindanao.

Announcements on the general guidelines and the deadline for registration will be made on the CSC website and Facebook page. Registration forms will also be posted online.



TITLE: MANDATORY RANDOM DRUG TEST  
RE: AMENDMENT TO CSC RESOLUTION NO. 1700653  
DATED MARCH 15, 2017; PROVIDING FOR EXEMPTIONS  
THEREOF

Number : 1900238

Promulgated : 8 March 2019

RESOLUTION

**WHEREAS**, the Civil Service Commission, as the central personnel agency of the government, is mandated to promulgate rules and regulations relevant to administrative discipline of civil servants, including the imposition of appropriate administrative sanctions, to promote morale, efficiency, integrity, responsiveness and courtesy in the civil service, pursuant to the 1987 Constitution, and Executive Order No. 292 (Administrative Code of 1987);

**WHEREAS, Section 36 (d) of Republic Act (R.A.) No. 9165 (Comprehensive Dangerous Drugs Act of 2002)**, provides that administrative discipline of officers and employees in public office found positive for drug use shall be dealt with in accordance with pertinent provisions of the Civil Service Law;

**WHEREAS**, in line with these mandates, the Commission promulgated CSC Resolution No. 1700653 dated March 15, 2017, which was published in the Philippine Star on April 3, 2017 and took effect on April 18, 2017 and circularized through CSC Memorandum Circular No. 13, s. 2017 dated April 19, 2017, otherwise known as the Guidelines in the Mandatory Random Drug Test for Public Officials and Employees and for Other Purposes;

**WHEREAS**, CSC Resolution No. 1700653 provides that any public official or employee found positive for drug use at the first instance shall be required to undergo a mandatory rehabilitation or counselling program depending on the severity of drug use. However, a public official or employee found positive for drug use who refuses to undergo or fails to complete the rehabilitation or counselling program will be formally charged with the administrative offense of Grave Misconduct;

**WHEREAS**, officers and members of the military, police and other law enforcement agencies who are required to undergo annual mandatory drug test pursuant to R.A. No. 9165 are exempted from the coverage of CSC Resolution No. 1700653 under Item II of said Resolution;

**WHEREAS**, CSC Resolution No. 1700653 was promulgated in order to achieve a balance between imposing stricter rules on public servants and looking at drug use as a health issue that can be treated or recovered from. On one hand, there will be rigid and more frequent drug testing in government as well as additional grounds for administrative liability. On the other hand, public officials/employees are afforded a chance at reformation so that they can become more productive human resources of the government and the nation;

**WHEREAS, Republic Act No. 11036 (Mental Health Act)** which was signed into law on June 20, 2018, treats drug dependency as a mental health issue, which further affirms the Commission's view of drug use as a health concern;

**WHEREAS, Section 35 (a) of Republic Act No. 11036** mandates the Civil Service Commission to develop guidelines and standards on appropriate and evidence-based mental health programs for the workplace;

**WHEREAS, Section 43 of Republic Act No. 11036** provides that persons who avail themselves of the voluntary submission provision pursuant to R.A. No. 9165 shall undergo an examination for mental health conditions;

**WHEREAS**, the Dangerous Drugs Board (DDB) issued DDB Regulation No. 13, s. 2018 on August 30, 2018, which provides that public officials and employees found positive

**HOW DO WE LET OTHERS KNOW OF THIS YEAR'S CELEBRATION?**

CSC encourages all government agencies to post the official anniversary streamer on conspicuous areas in their respective offices, or post the digital version on their digital billboards or social media accounts. The design template and specifications are available for download via the PCSA webpage, [www.csc.gov.ph/pcsa2019](http://www.csc.gov.ph/pcsa2019) and CSC official Facebook page, [www.facebook.com/PhilippineCivilServiceCommission](http://www.facebook.com/PhilippineCivilServiceCommission).

**HOW DO WE CONTACT THE CSC?**

Each PCSA activity is led by a particular office:

**R.A.C.E. to Serve Fun Run** – CSC National Capital Region

**2019 Awards Rites for Outstanding Government Workers** – Honor Awards Program, Public Assistance and Information Office, CSC Central Office

**Government Choral Competition** – CSC Regional Office IV

**Nationwide Government Job Fair** – Examination, Recruitment, and Placement Office, CSC Central Office

**Special Treats for Government Workers** – Office for Finance and Assets Management, CSC Central Office

For more information, please contact the Public Assistance and Information Office (telephone no. 02-9314180, [paio.pmr@gmail.com](mailto:paio.pmr@gmail.com), [csc.pmr@gmail.com](mailto:csc.pmr@gmail.com), and TEXTCSC at 0917-8398272), or the nearest CSC regional or field office. You may also visit the CSC website at [www.csc.gov.ph](http://www.csc.gov.ph) [click on the 2019 PCSA thumbnail on the rightmost panel of the homepage] and the official CSC Facebook page at [www.facebook.com/PhilippineCivilServiceCommission](http://www.facebook.com/PhilippineCivilServiceCommission).



**SPECIAL TREATS FOR GOVERNMENT EMPLOYEES**

**When is it?** CSC partners from the private sector will issue their own promotion periods for discounts or freebies, which usually runs throughout September and beyond.

**Who do we contact?** Mr. Sam V. Manglicmot of the CSC Central Office may be reached at 02-9317990 and 02-9318179

Special treats will be provided to government employees as a gesture of appreciation for their hard work and dedication. Discount packages and freebies from selected government and private companies will be available for civil servants nationwide.

for drug use at first instance shall be subjected to disciplinary/ administrative proceedings with a penalty of dismissal from the service;

**WHEREAS**, to ensure the proper implementation of the two issuances, the CSC deems it proper to emphasize that CSC Resolution No. 1700653 shall remain as the general policy on the conduct of mandatory random drug test for public officials and employees, and that DDB Regulation No. 13, s. 2018 shall only be adopted by government agencies who are exempted from the coverage of CSC Resolution No. 1700653;

**WHEREFORE**, the Commission **RESOLVES** to amend CSC Resolution No. 1700653 and **ADOPTS** the following parameters for exemptions from coverage thereof:

1. The following are excluded from the coverage of CSC Resolution No. 1700653 and shall be subjected to appropriate disciplinary proceedings as may be provided under the governing laws and rules of the following respective offices, if any, including the rules and regulations issued by the DDB:

a. Officers and members of the military, police and other law enforcement agencies, which shall be subjected to DDB Regulation No. 13, s. 2018; and

b. Elective officials and officials appointed by the President.

2. Law enforcement agencies, with respect to their non-uniformed personnel, and other government agencies mandated by law to lead in the implementation of the anti-drug campaign and programs of the government may file a petition with the Civil Service Commission for exemption from the provisions of CSC Resolution No. 1700653 and to adopt DDB Regulation No. 13 s. 2018.

The petition shall include a statement declaring that the decision to seek such exemption is with the agreement of the agency personnel as represented by the agency's registered employees' union or association.

A separate certification issued by the registered employees' union or association shall be submitted as proof of agreement of the agency personnel to the petition for exemption.

For agencies with no registered employee's union or association, the head of agency shall issue a certification attesting that a consultation with agency personnel was done and the result of the consultation shows that the agency personnel assented to the filing of the petition.

This Resolution shall take effect after fifteen (15) days following its publication in a newspaper of general circulation.

Quezon City.

**ALICIA dela ROSA-BALA**  
Chairperson

**LEOPOLDO ROBERTO W. VALDEROSA JR**  
Commissioner

**AILEEN LOURDES A. LIZADA**  
Commissioner

Attested by:

**DOLORES B. BONIFACIO**  
Director IV  
Commission Secretariat and Liaison Office

# COMEX Schedule for 2nd Semester 2019 at CSC Regional Offices

CSC REGIONAL OFFICES*	
Date & Time of Online Reservation	Date of Examination
August 22, 2019 8:30 a.m.	August 29, 2019 (Professional)
August 28, 2019 8:30 a.m.	September 5, 2019 (Professional)
October 17, 2019 8:30 a.m.	October 24, 2019 (SubProfessional)
November 7, 2019 8:30 a.m.	November 14, 2019 (Professional)
November 28, 2019 8:30 a.m.	December 5, 2019 (Professional)

## IMPORTANT REMINDERS:

Applicants/registrants are strongly advised to check the Testing Center and Personal Appearance Venue indicated in the Examination Schedule before making a reservation.

The above schedule may be subject to change without prior notice. System technical problem in the Regional Offices would automatically result in rescheduling.

Applicants/registrants are strongly advised to regularly check their CSC COMEX accounts for latest announcements, developments and updates.





# **119<sup>TH</sup> PHILIPPINE CIVIL SERVICE ANNIVERSARY**

***CIVIL SERVICE AT 119:  
UPHOLDING INTEGRITY AND  
BUILDING A HIGH-TRUST SOCIETY***

***SEPTEMBER 2019***

Civil Service Commission Central Office IBP Road, Batasan Hills, 1126 Quezon City