

Republic of the Philippines
Department of the Interior & Local Government
NATIONAL POLICE COMMISSION
Makati, Metro Manila

MEMORANDUM CIRCULAR NO. 92-016

SUBJECT: PROVIDING FOR SPECIFIC POLICIES/RULES ON PROMOTION OF PNP UNIFORMED PERSONNEL

TO: The Chief, Philippine National Police

In furtherance of Sec. 14 (e) RA 6975, (PNP Act) of 1991 which authorized the National Police Commission to promulgate rules and regulations on the promotion of PNP uniformed personnel, the following policies are hereby issued for the guidance of all concerned:

PROMOTION

Section 1. Conceptual Policy - Promotional policy and action should be aligned towards recognition of high performance in the service and potential to discharge more duties and responsibilities in the next higher grade. In this regard, promotional policy should serve as an incentive for PNP members to promote higher levels of employee morale and work performance. Each PNP member's progress depends mainly on his own initiative, will and ability and creditable work on the present job and persistent effort to render valuable service will increase one's chances for achieving promotion.

Sec. 2. Objectives of Promotional Rules - The promotional rules and regulations prescribed herein are intended:

1. to provide a uniform and systematic system in the selection and screening of candidates for regular or special promotion;
2. to insure selection of the most capable candidate for promotion based on established criteria;
3. to upgrade the PNP officer and non-officer corps.

Sec. 3. Respective Authority in Promotions

<u>GRADE</u>	<u>PROMOTIONAL AUTHORITY</u>
Major General	President
Colonel	President



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Inspector to Supt

Chief, PNP

POI to SPO IV

Regi Dir/Chief, PNP

Sec. 4. Mandatory Requirements for Promotion. The
The following are considered mandatory requirements for
candidates for promotion:

a. Minimum Educational Attainment as follows:

College degree - Officer
72 Collegiate Units - Non-Officers

b. Completion of appropriate training courses,
such as:

Master in National Security
Administration (MNSA) or allied/- Chief Supt up
related masteral degrees

Officers Senior Executive Course/
General Staff Course
(OSEC/GSC) - - - - - Supt to Sr Supt

Officers Advance Course (OAC) - Chief Inspector

Officers Basic Course (OBC) - Sr Inspector

Bachelor of Science in Public
Safety/Officers Candidate
Course (BSPS/OCC) - - - - - Inspector

Police Supervisors Course
or equivalent - - - - - SPO III to SPO IV

Police Basic Course - - - - - PO III to PO III

c. Time-in-Grade, as follows:

1 year - Sr Supt/Chief Supt/OAG to next
higher grade

3 years - Superintendent to Sr Supt

5 years - Chief Inspector to Supt

5 years - Sr Insp to Chief Inspector

3 years - Inspector to Sr Inspector

3 years - SPO IV to Inspector

2 years - SPO III to SPO IV

2 years - SPO II to SPO III

2 years - SPO I to SPO II

2 years - PO III to SPO I

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1 year - PO II to PO III

1 year - PO I to PO II

- d. Appropriate Police Eligibility, prescribed by the National Police Commission
- e. Clearance from the People's Law Enforcement Board (PLEB)

Sec. 5. Effect of Pending Case on Eligibility for Promotion. Mere pendency of an administrative or criminal case shall not bar the promotion of a qualified candidate, unless the latter has been placed under preventive suspension by reason of the fact that the charge is serious and the evidence of guilt is strong.

If one who has been promoted has a pending case, such promotional appointment shall be on temporary status only, subject to change of status to permanent by application thru the proper channels of the individual PNP member, upon favorable disposition of the case against him.

Sec. 6. Factors Considered for Promotion. In determining the most qualified and capable candidate for promotion, the following factors shall be considered, namely: performance, educational attainment, training, tier in grade, police reputation, roundness of experience acquired in previous command, staff and instructor's duty assignment, and potential ability.

Table of Minimum Period of Duty Requirement by Type

Grade	ASSIGNMENT		
	Command Duty	Staff Duty	Instructor Duty
Inspector	1 year	2 years	6 months
Inspector	2 years	3 years	6 months
Superintendent	3 years	4 years	6 months
Supt.	4 years	5 years	1 year
Supt.	5 years	6 years	1 year, 3 mos

Deficiency in roundness of assignment factor involving five (5) months or more of the required period shall result in deduction of one (1) point from the total point score.

Sec. 7. Weight of Seniority in Promotional Consideration. The qualified seniority rule is to be applied in the sense that length of service is merely one of the various factors specified in Sec. 6 hereof which shall be used to determine preference in promotional status. Seniority shall be used as a governing factor only when clearly and positively related to job performance and when all the other relevant factors specified in Sec. 6 are relatively equal among the candidates.

Sec. 8. Regular Promotion Boards.

- a. The Promotion Board for Officers shall each be composed of a Chairman and not more than six (6) members carrying ranks higher than that to be filled up, subject to confirmation by the National Police Commission.
- b. The Promotion Board for non-officers shall be composed of a Chairman and not more than six (6) members, to include a Napolcom representative, carrying ranks higher than that to be filled up, subject to confirmation by the National Police Commission.

Sec. 9. Procedure for Filling Up Promotional Vacancies.

- a. The Director for Personnel/Regional Director for Personnel (DP/RDP) shall maintain a list of promotables based on the police officer's Seniority and Lineal List (SLL).
- b. The DP/RDP shall issue orders appointing the members of the Board (except for the Board provided for in Sec. 8 b of this RUI).
- c. The DP shall announce the number of vacancy to be filled up and may allocate quota for the Regional Offices and Support Units whose vacancies are to be filled up.
- d. The zone of consideration for promotion shall be twice the number of declared promotional vacancies for filling, as recommended by the C, CND and approved by the Chairman, NAPOLCOM.
- e. The Board may or may not opt to apply the Third Vacancy Rule.
- f. The Primary Zone of Consideration shall encompass all next-in-rank PNP Officers/non-officers who meet all the mandatory minimum requirements for promotion as set forth under Sec. 4 hereof and the Secondary Zone shall be those with more than the required TIG but deficient in some other criteria for promotion and 5% of those with lesser TIG.
- g. Those who are next-in-rank with the required time in-grade, but holding a temporary status shall be included in the Primary Zone of consideration.

Sec. 10. Special Provision. Special promotion may be granted by order of the DP for acts of conspicuous gallantry and the risk of his life, honor and good name of the PNP, or similar acts in a similar nature, provided by the DP or any authorized official.

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Sec. 11. Creation of Special Promotion Boards

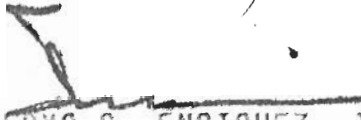
There shall be a Special Promotion Board for SPO IV and up and another Special Promotion Board for PO II to SPO III, each of which shall be composed of a Chairman and not more than six (6) members carrying ranks higher than that to be filled up, subject to confirmation by the National Police Commission.

This Memorandum Circular shall take effect immediately.

Done at Makati, Metro Manila, this 26th day of November, 1999.



RAFAEL N. ALUNAN III
Secretary, DILG & Chairman, NAPOLCOM



GUILLERMO P. ENRIQUEZ, JR.
Commissioner



ARSENIO A. TORRES
Commissioner



EDERICO S. COMANDANTE
Commissioner



MARIO JR. CUADERNO
Executive Director IV