

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

MEMORANDUM CIRCULAR NO. 93-003

SUBJECT : Strict Adherence to CSC Rules and Regulations  
on Personnel Transactions (Appointments)

T O : The Chief, Philippine National Police

WHEREAS, it has been observed that a substantial number of appointments, whether original, renewal or reappointment, are being forwarded to the Civil Service Commission weeks or even months after issuance thereof;

WHEREAS, this practice is highly detrimental to the appointee as this results to unjustified delay, causing undue anxiety and demoralization;

WHEREAS, Section 11, Rule V (Appointment), of the Omnibus Civil Service Rules and Regulations, implementing Book V of Executive Order No. 292, otherwise known as Administrative Code of 1987, provides that:


"An appointment not submitted to the Commission within thirty (30) days from the date of issuance which shall be the date appearing on the face of the appointment, shall be ineffective./ The appointing authority shall be liable for the salaries of the appointee whose appointment became ineffective. The appointing authority shall likewise be liable for the payment of the salary of the appointee if the appointment is disapproved because the appointing authority has issued it in violation of existing laws or rules, making the appointment unlawful."

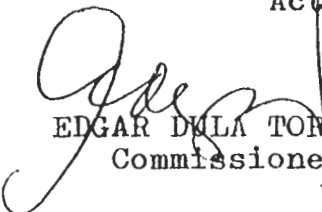
NOW, THEREFORE, the Commission in the exercise of its power of administrative control and supervision over the Philippine National Police, enjoins strict adherence to the aforecited proviso requiring submission of all appointments within thirty (30) days from issuance thereof.

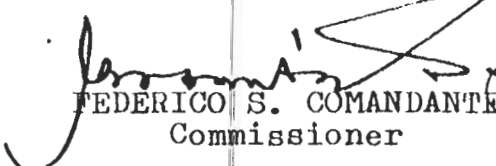
This Memorandum Circular shall take effect immediately.

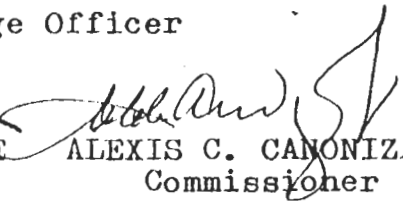
Done at Makati, Metro Manila, this 6<sup>th</sup> day of April, 1993.

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


  
GUILLERMO P. ENRIQUEZ, JR.  
Commissioner  
Acting Vice-Chairman and Executive Officer

  
EDGAR DULA TORRES  
Commissioner

  
FEDERICO S. COMANDANTE  
Commissioner

  
ALEXIS C. CANONIZADO  
Commissioner

Attested by:

  
REYNALDO J.D. CUADERNO  
Deputy Executive Director IV