



M. C. No. 18s. 2002

MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS, INCLUDING GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS

SUBJECT : 102nd Civil Service Anniversary

Proclamation No.1050 dated July 31, 1997 issued by then President Fidel V. Ramos declared the whole month of September as Civil Service Month and ordered the Civil Service Commission (CSC) to spearhead the celebration by determining the appropriate activities for the observance thereof.

In pursuance of the said presidential directive, the CSC has lined up activities that may be undertaken by government offices. With the theme "Lakas ng Serbisyo Sibil: Lakas ng Bayan", this year's celebration shall be marked by simple, austere but nonetheless meaningful events that underscore the contributions of the civil service.

All government agencies and instrumentalities at all levels are enjoined to actively participate in the various activities lined up for the celebration.

1. Kick-off Activities

The anniversary celebration starts off with the Monday morning flag ceremony on September 2. Agencies may conduct mass calisthenics, fun run, walkathon, sports activities, have a parade or send off balloons. Agencies may also consider making the fun run or walkathon a fund-raising activity and donate the proceeds to such institutions as the Philippine National Red Cross or the Department of Social Welfare and Development.

2. "A Day with a Barangay"

Government agencies with related services i.e. those involved in health, environment and sanitation may group together and go to a specific barangay where they will offer their respective services. The activity aims to bring government services to the people's doorsteps, to make government felt at the barangay level. Local government units will be active partners in this activity as they will help identify the beneficiary barangay. The CSC Regional Office shall take the led in carrying out this activity.

3. Ecumenical Thanksgiving Service

4. Display of streamers/banners in all government agencies (see attached layout/design)

5. Open House

Agencies may mount exhibits featuring their programs and services

6. Bloodletting

Government employees will be encouraged to donate blood; prior to the bloodletting, volunteer donors may be gathered for a health forum.

7. Conferment of recognition to employees

Agencies may hold simple ceremonies honoring exemplars in the service.

8. Media Forum

This activity aims to increase people's appreciation of services rendered by government agencies. Agencies may conduct an informal gathering among members of the media or a press conference.

9. Free admission to government museums/parks and other places of interest

Government-run places of interest such as the National Museum, Planetarium, Rizal Park can offer free admission to government employees and their families during weekends of September.

The celebration will be highlighted by the conferment of awards by President Gloria Macapagal Arroyo to the 2002 Outstanding Public Officials and Employees. The awarding rites will be held in Malacanang. A Concert/Tribute will also be staged for the awardees.

Agencies will not be precluded from carrying out other activities in celebrating the civil service anniversary.

For further details and assistance, please coordinate with the CSC Regional and Field Office in your respective regions/provinces.



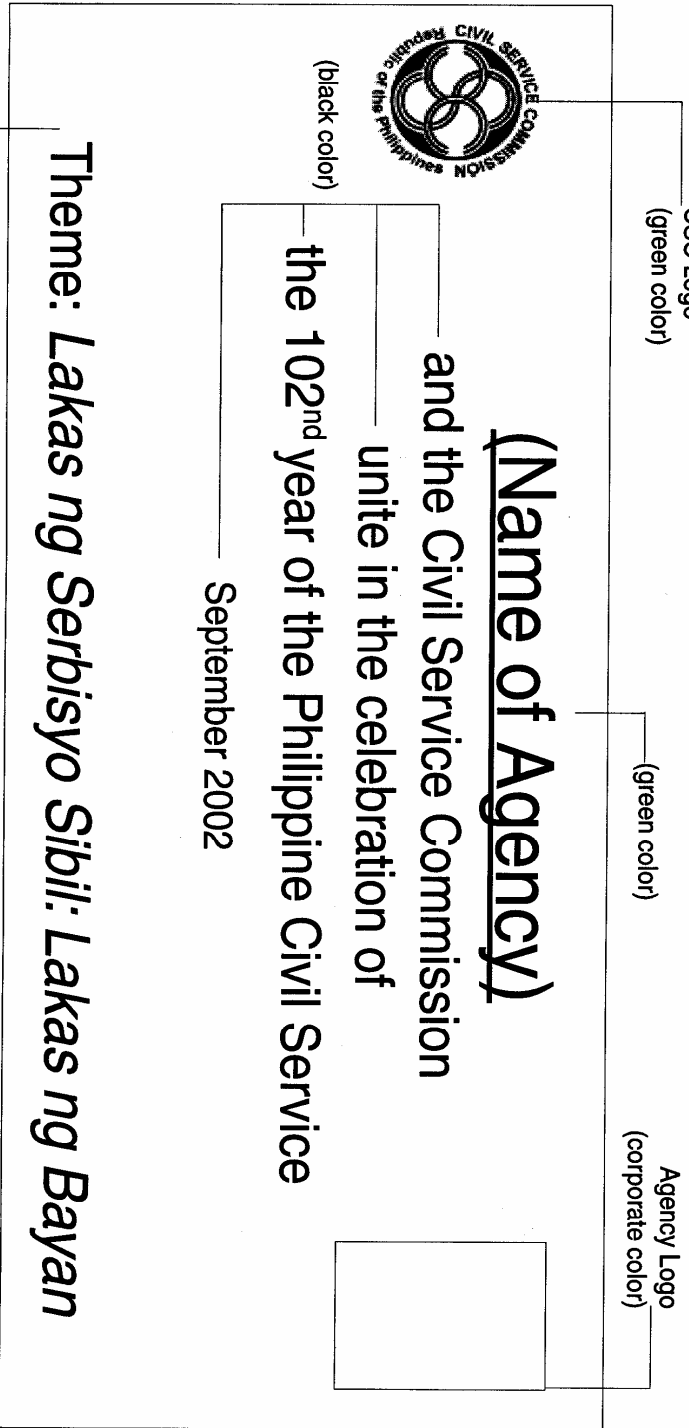
KARINA CONSTANTINO-DAVID

Chairperson

August 27, 2002
PIS

TPJ/tcf/mc-anni

Sample



Streamer Design