



MC No. 13, s. 2012

MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS, STATE COLLEGES AND UNIVERSITIES, INCLUDING GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS

SUBJECT : Policies on Service Requirement for Grant of Barangay Official Eligibility and Other Related Matters

Pursuant to Civil Service Commission (CSC) Resolution No. 1200865 promulgated on June 14, 2012, the Commission has resolved to adopt and prescribe the following policies on service requirement for the grant of Barangay Official Eligibility.

1. The grant of Barangay Official Eligibility (BOE) shall be based strictly on completion of term of office. In no instance shall a barangay official concerned who did not complete his/her term of office for whatever reason, be eligible to avail of the grant of BOE.
2. Completion of term of office shall be defined, as follows:
 - a. For elected barangay officials – shall refer to the term of office as specified by the prevailing law on term of office of elected barangay officials; and
 - b. For appointive barangay officials – shall refer to the continuous number of years of satisfactory service rendered from the time of appointment, which must correspond to the number of years covering the term of office of the appointing Punong Barangay and may include services rendered under previous appointment (see Item No. 5 hereof).
3. For purposes of the grant of BOE, services rendered in elective capacity shall not be considered as to augment services rendered in appointive capacity, and vice versa.
4. In cases where services rendered by elected/appointed barangay officials fall short as to the completion of term of office, the deficiency on the number of days shall not be more than fifteen (15) days to be considered for the grant of BOE.
5. In cases of appointive barangay officials (Barangay Secretary and Barangay Treasurer) who were not able to complete the number of years of service corresponding to the term of office of their appointing Punong Barangay for more than fifteen (15) days, services rendered by the said appointive barangay officials under previous appointments of similar capacity (i.e. present position as Barangay Secretary and previous appointments also as Barangay Secretary) in the same Barangay only, may be considered to be able to complete the required number of years corresponding to the term of office of the concerned appointing Punong Barangay.

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6. Period for Filing of Application

- a. Filing of application for the grant of BOE for elective and appointive barangay officials who have completed their term of office prior to the date of effectivity of CSC Resolution No. 1200865 shall be within two (2) years from the said date.
- b. Filing of application for the grant of BOE for elective and appointive barangay officials who complete their term of office on or after the date of effectivity of CSC Resolution No. 1200865 shall be continuous.

Further, the Commission has resolved to prescribe the following policies pertinent to the grant of BOE:

1. The grant of BOE to elected barangay officials shall be considered a privilege, the entitlement to which shall belong exclusively to the duly elected barangay official.
2. Appointive barangay officials (Barangay Treasurer and Barangay Secretary) who are appointed by the Punong Barangay to whom they are related up to the 4th degree of consanguinity, or of affinity, shall not qualify for the grant of BOE. Corollary, appointive barangay officials applying for the grant of BOE shall be required to submit a notarized Affidavit stating that the appointive barangay official concerned is not related up to the 4th degree of consanguinity, or of affinity, to the appointing Punong Barangay.

The adoption of the subject revised policies stemmed from the need to realign the previous policy on aggregate five-year service requirement with the principle that the grant of BOE is an act of goodwill by the government for the services of barangay officials to the community. Such realignment is in the light of barangay officials, such as Sangguniang Kabataan Chairmen, who, despite completion of their three-year term of office, were restrained from availing of the BOE grant for not meeting the aggregate five-year service requirement.

CSC Resolution No. 1200865 repeals CSC Resolution No. 060089 dated January 20, 2006 and its corresponding CSC Memorandum Circular No. 4 dated January 23, 2006, pertaining to the aggregate five-year service requirement as qualification for the grant of BOE. Corollary, the Application Form for the grant of BOE, CS Form 101-E, has been revised as of April 2012.

CSC Resolution No. 1200865 was published in the Philippine Star on July 17, 2012 and takes effect on August 1, 2012.

Please be guided accordingly.


FRANCISCO T. DUQUE III, MD, MSc
Chairman

AUG 02 2012