



MC No. 09, s. 2019

## MEMORANDUM CIRCULAR

**FOR :** ALL HEADS OF CONSTITUTIONAL BODIES; DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTER; AND STATE UNIVERSITIES AND COLLEGES

**SUBJECT :** Amendment to CSC Resolution No. 1300486 dated March 6, 2013 (Implementing Rules and Regulations of Republic Act No. 10156) on the Grant of Sanggunian Member Eligibility

In CSC Resolution No. 1801099\* promulgated on October 9, 2018, the Commission resolved to prescribe additional provisions on the Title of Eligibility and Qualification Requirements under CSC Resolution No. 1300486 dated March 6, 2013, as amended, to wit:

**“1. Rule III, Section 5 on Title of Eligibility and Qualification Requirements, shall now read and have additional provision, as follows:**

**a. Sanggunian Member First Level Eligibility**

a.2. have completed at least seventy-two (72) units leading to a baccalaureate/bachelor's degree program recognized by CHED from a Private Higher Education Institution in the Philippines or from a State/Local College with baccalaureate/bachelor's degree included in its charter, or baccalaureate/bachelor's degree duly approved by its Board of Trustees/Board of Regents.

**b. Sanggunian Member Second Level Eligibility**

b.2 have completed a baccalaureate/bachelor's degree program recognized by CHED from a Private Higher Education Institution in the Philippines or from a State/Local College with baccalaureate/bachelor's degree included in its charter, or baccalaureate/bachelor's degree duly approved by its Board of Trustees/Board of Regents.”



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Bawat Kawani, Lingkod Bayani

The Commission further resolved that Civil Service Eligibilities granted and issued under Republic Act No. 10156 prior to this amendment, shall not be disturbed and shall remain valid.

Finally, all other provisions of CSC Resolution No. 1300486 dated March 6, 2013 and CSC Resolution No. 1400044 dated January 9, 2014 not affected by herein Resolution, shall remain valid.

For your guidance.

  
**ALICIA dela ROSA-BALA**  
Chairperson

03 JUN 2019



**SANGGUNIAN MEMBER ELIGIBILITY**  
Re: **Amendment to CSC Resolution**  
**No. 1300486 dated March 6, 2013**  
**(Implementing Rules and Regulations**  
**of Republic Act No. 10156)**

**Number** : 1801099  
**Promulgated** : 09 OCT 2018

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**RESOLUTION**

**WHEREAS**, Section 12 (2), Chapter 3, Subtitle A, Title I, Book V of The Administrative Code of 1987 provides that the Civil Service Commission (CSC) shall prescribe, amend, and enforce rules and regulations for carrying into effect the provisions of the Civil Service Law and other pertinent laws;

**WHEREAS**, one of the major functions of the CSC is the grant of civil service eligibility under special laws and CSC issuances to individuals, upon meeting the set qualifications and fulfilling the requirements, without taking the regular civil service examinations;

**WHEREAS**, one of the ten (10) types of eligibility granted under special laws and CSC issuances is the Sanggunian Member Eligibility (SME) under Republic Act No. 10156, otherwise known as *An Act Conferring Upon Members of the Sangguniang Bayan, Sangguniang Panlungsod and Sangguniang Panlalawigan, the Appropriate Civil Service Eligibility Under Certain Circumstances, and for Other Purposes*;

**WHEREAS**, the CSC promulgated CSC Resolution No. 1300486 on March 6, 2013 adopting and prescribing the Implementing Rules and Regulations of RA No. 10156 which provides, among others, the title of eligibility and qualification requirements to be conferred the SME;

**WHEREAS**, Item a.2 of Section 5 of the IRR of RA 10156 provides that Sanggunian Member First Level Eligibility shall be granted to Sanggunian Members who have completed at least seventy-two (72) units leading to a baccalaureate/bachelor's degree; while Item b.2 of the same Section states that Sanggunian Member Second Level Eligibility shall be granted to those who have completed a baccalaureate/bachelor's degree;

**WHEREAS**, in both provisions of the IRR, there was no mention whether the applicant must obtain a degree or units from a CHED accredited institution to be granted SME;



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**ARTHUR P. SALONGA**  
Chief Human Resource Specialist  
Commission Secretariat and Liaison Office  
Civil Service Commission

**Bawat Kawani, Lingkod Bayani**

**WHEREAS**, CHED accredited schools should maintain the standard educational quality of higher education institutions and programs and ensure that graduates are competent to become part of the workforce;

**WHEREAS**, applicants for the grant of Honor Graduate Eligibility (HGE) and Scientific and Technological Specialist Eligibility (STSE) are required to have obtained degrees or units from Commission on Higher Education (CHED)-accredited institutions;

**WHEREAS**, the grant of SME should have the same qualification requirements for schools, colleges, and universities to be of good standing as determined by the CHED consistent with the requirements for the HGE and the STSE;

**WHEREAS**, CSC Resolution No. 1400044 dated January 9, 2014 amended provisions of CSC Resolution No. 1300486 dated March 6, 2013 particularly Section 14 (d) on Documentary Requirements stating that for Sanggunian Members not included in the Master List, they shall submit a Certification of the services rendered by the Sanggunian Member duly signed by the authorized official of the DILG regional level where they serve as Sanggunian Member using the appropriate form prescribed by the CSC; and Section 16 (b) prescribing the Duties and Responsibilities of DILG as repository and custodian of records of Sanggunian Members;

**WHEREFORE**, as a measure to uphold, preserve, and safeguard the integrity, credibility, and intent of the Sanggunian Member Eligibility as a Civil Service Eligibility, the Commission hereby **RESOLVES** to adopt and prescribe the following additional provisions of CSC Resolution No. 1300486 promulgated on March 6, 2013, as amended:

1. Rule III, Section 5 on Title of Eligibility and Qualification Requirements, shall now read and have additional provision, as follows:

a. **Sanggunian Member First Level Eligibility**

- a.2. *have completed at least seventy-two (72) units leading to a baccalaureate/bachelor's degree program recognized by CHED from a Private Higher Education Institution in the Philippines or from a State/Local College with baccalaureate/ bachelor's degree included in its charter, or baccalaureate/bachelor's degree duly approved by its Board of Trustees/Board of Regents.*

b. **Sanggunian Member Second Level Eligibility**

- b.2 *have completed a baccalaureate/bachelor's degree program recognized by CHED from a Private Higher Education Institution in the Philippines or from a State/Local College with baccalaureate/bachelor's degree included in its charter, or*

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*baccalaureate/bachelor's degree duly approved by its Board of Trustees/Board of Regents.*


2. Civil Service Eligibilities granted and issued under Republic Act No. 10156 prior to this amendment, shall not be disturbed and shall remain valid.

All other provisions of CSC Resolution No. 1300486 and CSC Resolution No. 1400044 not affected by this Resolution, shall remain valid.

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

Quezon City.


  
**ALICIA dela ROSA-BALA**  
Chairperson

  
**LEOPOLDO ROBERTO W. VALDEROSA, JR.**  
Commissioner

**VACANT**  
Commissioner

Attested by:

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

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**ARTHUR P. SALONGA**  
Chief Human Resource Specialist  
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