

THE CIVIL SERVICE REPORTER

GAWING LINGKOD BAYANI ANG BAWAT KAWANI

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Feature
FOR THE LOVE
OF THY CULTURE

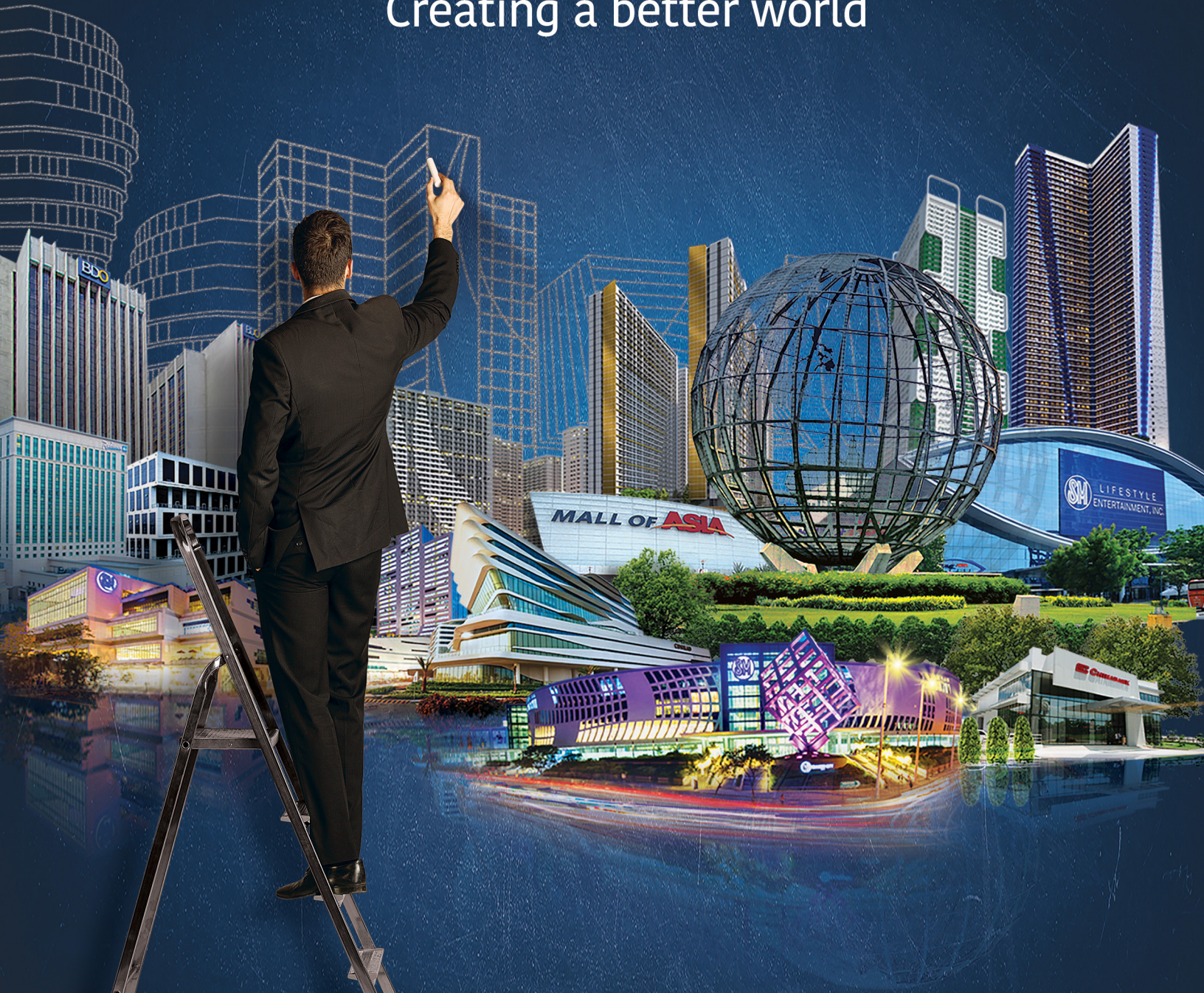
GREEN
ACTIONS
GREEN
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INVESTMENTS
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CSC Chairperson Alicia dela Rosa-Bala (3rd from left) visits the CSC booth and poses for a souvenir photo with other government employees during the Kalayaan 2018 celebration in Rizal Park, Manila.



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CSC Public Assistance Centers in Action

Apart from the Contact Center ng Bayan, the Civil Service Commission (CSC) attends to requests for assistance on various government services through its Public Assistance Centers (PAC) located at the Public Assistance and Information Office, CSC Central Office, Batasan Hills, Quezon City and its 16 Regional Offices nationwide. These PACs receive queries, requests for assistance, and other concerns through phone call, text message, email, snail mail, and even from walk-in clients.

With these various modes of providing assistance, the CSC is always ready to help citizens who encounter problems when transacting with government offices.

Premium Contributions Record Updated

Mr. Ricardo B. sent the CSC PAC a complaint against Pag-IBIG Fund Kamuning Branch for alleged delay in the consolidation of his premium contributions starting November 27, 2017.

CSC PAC sent a referral letter on 16 January 2018 to Home Development Mutual Fund President and CEO Acmad P. Moti.

Days after, the client sent a feedback, stating: *“Thank you very much for taking action on my problem. Sa araw mismo nang ako’y pumunta sa opisina nila, nagawan ito ng paraan. Job well done, CSC. Ako po ay taos-pusong nagpapasalamat sa inyong lahat diyan.”*

Worker Gets Delayed Bonus

CSC PAC received an anonymous email dated 31 January 2018 from an employee holding job order status at the Marikina Polytechnic College regarding the alleged delay in the payment of their Php2,000 bonus for year 2016 as mandated under Administrative Order No. 2 of the Office of the President.

CSC PAC sent a referral letter on 1 February 2018 to Marikina City Mayor Marcelino Teodoro.

On 28 February 2018, PAC received this message from the client: *“Maraming salamat po, CSC, at sa team na umaksyon. Nakuha na po namin ang Php2,000 [bonus]. Marami pong salamat ulit.”*

Mother Receives Disability Pension

Mr. Ricky G requested for assistance on behalf of his mother regarding the alleged delay in her Social Security System (SSS) pension for the months of March, April, and May 2018. Mr. G said that the Bank of the Philippine Islands-Sucac Branch and SSS-Sucac had given them the runaround on the matter.

CSC PAC sent a referral letter on 3 May 2018 to SSS President and CEO Emmanuel F. Dooc.

CSC PAC received an email dated 7 May 2018 from the SSS Member Relations Department stating: *“Please be informed that the member’s suspended disability pension will resume in May 2018. As per record verification, her monthly pension from March to May 2018 will all be credited to her savings account this month.”*

On 10 May 2018, the PAC received a call from Mr. G expressing his gratitude for the assistance rendered to him.

**The Public Assistance Center at the CSC Central Office may be reached through hotline numbers (02) 932-0111, 951-2575, 951-2576; text message at 0917-8398272; or email at paio.paspd@csc.gov.ph. For a directory of CSC Regional Offices, please go to www.csc.gov.ph.*

Honor awardee commends CSC action on invalidated appointment

Agriculturist II Alicia B. Rebuelta of the Agricultural Training Institute-Regional Training Center VI, Banga, Aklan (also 2014 Dangal ng Bayan awardee) filed a Petition for Review with the Commission on the decision on her invalidated appointment. On 5 January 2018, the Commission issued a decision in her favor. She writes:

*Dr. Maria Luisa Salonga-Agamata
Director IV, Public Assistance and Information Office
Head, Honor Awards Program Secretariat*

Dear Director Agamata:

I am extending my appreciation and gratitude for the great help you have given in my pursuit for truth and justice. Please give my sincerest gratitude as well to Ms. Lyn del Rio who never got tired of answering my seemingly unending queries. Thank you, CSC PAIO and Honor Awards Program staff, for your continued support to public service providers like me.

Very truly yours,

Alicia B. Rebuelta

PILIPINAS KONG MAHAL

The country celebrated the 120th anniversary of the Philippine Republic's declaration of independence on 12 June 2018, marked by flag raising rites at the Aguinaldo Shrine in Kawit, Cavite led by President Rodrigo Roa Duterte, and at the Rizal Park in Manila led by Vice President Leni Robredo. There were also job and trade fairs, concerts, and parades nationwide. The theme of this year's Kalayaan 2018 celebration was "Pagbabagong Ipinaglaban, Alay sa Masaganang Kinabukasan". It brings to fore the message that Filipinos must cherish the gains of independence won by our nation's heroes and, from it, find strength and determination in creating a prosperous future for all.

As we celebrate our nation's sovereignty, this is also a perfect time for us, civil servants, to ask ourselves, "How do we manifest our love for our country? How do we honor the sacrifices of our nation's heroes when we

perform our duties and render service to our fellowmen? How do we contribute in creating a brighter and better future?"

In this issue of the *Civil Service Reporter*, we talk about the public service values of Patriotism, Integrity, Excellence, and Spirituality, which, when embedded and consistently manifested throughout the entire bureaucracy, can transform public service and the citizens' perception of government. We also feature articles about preserving our heritage and being good stewards of the environment. We hope that with this issue, our readers would be inspired with the many ways we can show our love for our *Lupang Hinirang*, and keep that love burning steadily in our hearts.

Happy reading!

ALICIA dela ROSA-BALA
Chairperson

THE CIVIL SERVICE
REPORTER
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Contributions must be submitted to the *CS Reporter*, Civil Service Commission, Constitution Hills, Diliman, Quezon City, with telephone number 931-4180, email address: csc.pmr@gmail.com.

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CSC welcomes new law on improved government services

The Civil Service Commission (CSC) welcomes the passage of Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 (EODB-EGSD), which promises to reduce processing times of government transactions and raise the country's ranking in terms of ease of doing business and overall competitiveness.

The EODB-EGSD Act, which amended Republic Act No. 9485, also known as the Anti-Red Tape Act of 2007 or ARTA, prescribes shortened processing periods in business and non-business transactions to three (3) working days for simple transactions, seven (7) working days for complex transactions, and 20 working days for highly technical application/transactions. Stiffer penalties shall be imposed on those who fail to observe the prescribed transaction periods.

It also requires national agencies and local government units agencies to set up electronic/online systems to make application processes for business permits and other documents faster and more convenient to the public.

Tasked to implement the law is the new Anti-Red Tape Authority, an agency under the Office of the President that will monitor compliance of agencies, and implement and oversee national policy on anti-red tape and ease of doing business.

In his speech during the ceremonial enactment of the EODB-EGSD Act on 28 May 2018 at Malacañan Palace, President Rodrigo Roa Duterte said that, *"By automating our bureaucratic processes and integrating online mechanisms in day-to-day transactions, we do not just bring our people closer to their government. We also forge a vibrant and productive relationship that will redound to the benefit of the people."*

Expanded ARTA Law

Chairperson Alicia dela Rosa-Bala expressed that the expansion of the ARTA law presents challenges and opportunities for state workers to better serve the people.

She also pointed out that, unlike the ARTA which focused only on frontline services, the EODB-EGSD Act covers all government transactions.

"The Anti-Red Tape Act has set the stage for effecting reforms in frontline service delivery", the CSC Chief said, citing a study made by the Ateneo School of Governance in 2015 (Enhancing the Anti-Red Tape Act Report Card Survey: A Report to the Civil Service Commission) which stated that, *"Results of the ARTA-Report Card Survey (RCS) served as basis for the agencies to improve their facilities, promoted transparency, and significantly curbed red tape."*

CSC joins Kalayaanan 2018

The Civil Service Commission (CSC) joined this year's celebration of the Philippine Independence Day, spearheaded by the National Historical Commission of the Philippines, last 11 to 12 June at Rizal Park, Manila

CSC Chairperson Alicia dela Rosa-Bala represented the Commission in the simultaneous Independence Day flag-raising and wreath-laying rites on 12 June at the Rizal Park.

One of the highlights of the celebration was the conduct of *Pampamahalaang Programa at Serbisyo* at the Burnham Green, Rizal Park where various government agencies offered their services to the public. The two-day activity was led by the Metropolitan Manila Development Authority (MMDA) and the CSC served as the Vice-Chair.

On the opening day last 11 June, CSC Public Assistance and Information Office Director IV Maria Luisa Salonga-Agamata delivered a message on Chairperson Bala's behalf. She thanked all government offices who participated in the program: *"Lubos ang aming pasasalamat sa mga lingkod bayan na nag-boluntaryong gumugol ng panahon upang dalhin ang iba't ibang government frontline services dito sa Liwasang Rizal. Ang inyong dedikasyon sa serbisyo publiko ay patunay na tayo nga'y isang malayang Pilipinas, dahil nagkakaroon ng katuparan ang minsang pinangarap ni Gat. Jose Rizal: Bukas, magiging mamamayan tayo ng Pilipinas, kung saan ang kapalaran niya'y magiging maganda sapagkat nasa mapagkalinga siyang mga kamay."*

The CSC participated in the activity by educating government workers and the public on the new landmark law, Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 (EODB EGSD Act of 2018).



CSC Chairperson Alicia dela Rosa-Bala (3rd from right) joins Vice President Maria Leonor "Leni" Robredo and National Historical Commission of the Philippines Executive Director Ludovico D. Badoy in raising the Philippine Flag at Rizal Park, Manila as part of the celebration of the country's 120th Independence Day.



Visitors at the CSC booth join the campaign to fight red tape and improve government service delivery.



CSC Public Assistance and Information Office Director Maria Luisa Salonga Agamata poses for a photo beside the National Bureau of Investigation (NBI) electronic kiosk as she is joined by NBI employees. Dir. Agamata inspected the government booths at the Mga Pampamahalaang Programa at Serbisyo fair last 12 July in Rizal Park, Manila as one of the judges for Best Booth.

Int'l HR group cites CSC's people management practices



The CSC was awarded with the Silver level accreditation under the Generation 6 Investors in People (IiP) Standard.

The IiP sets the standard for better people management. Its internationally recognized accreditation is held by 10,000 organizations across the world. The IiP Standard is underpinned by a rigorous assessment methodology and a framework which reflects the very latest workplace trends, essential skills and effective structures required to outperform in any industry.

"When we command excellence in human resource management, we make sure that the Civil Service Commission walks the talk," underscored by Civil Service Commission (CSC) Chairperson Alicia dela Rosa-Bala after receiving news of the accreditation, adding that, *"The Silver level accreditation is a seal of excellence in organization and people management. This is an excellent achievement for CSC. It validates our commitment toward achieving our vision of being globally recognized as a center of excellence in strategic human resource and organization development."*

To achieve the Silver level of accreditation, an organization must have good practices in place that are understood by everyone, and is able to engage its people effectively in the implementation of those practices.

Part of the accreditation process is an online assessment where CSC placed 6th out of 530 IiP organizations globally subjected to the same online assessment, in the size range of organizations with 250 to 4,999 employees. Meanwhile, CSC

ranked first among 42 public sector organizations which went through the online assessment.

CSC's people management practices were assessed on IiP's Framework comprised of nine indicators. These are Leading and Inspiring People, Living the Organization's Values, Empowering and Involving People, Managing Performance, Recognising and Rewarding High Performance, Structuring Work, Building Capability, Delivering Continuous Improvement, and Creating Sustainable Success. Measurement against these people management indicators determines the performance of an organization and the level of accreditation achieved.

According to IiP's Assessment Report, *"What is strongly in CSC's favour is a reputation for integrity and the experience of transformation already undertaken, and which can be shared with other agencies."*



CSC Commissioner Leopoldo Roberto W. Valderosa Jr. (2nd from left) presents the Gawad Katapatan (Loyalty Award) to Director II Fe P. Lacaba of the CSC National Capital Region (2nd from right) for her 30 years in government service. The annual conferment of recognition and rewards to CSC employees for outstanding performance and leadership and length of service forms part of the Commission's people management practices.

171 nominations vying for national honor awards

It will take a few months more before this year's winners to the 2018 Search for Outstanding Government Workers are revealed.

The Civil Service Commission's (CSC) 16 Regional Offices, through their respective Regional Honor Awards Program (HAP) Secretariat, screened and shortlisted hundreds of nominations received nationwide. Afterwards, the Regional Committee on Awards selected the regional winners.

Two hundred and five (205) regional winners advanced to the national search. After further review of compliance with contest guidelines by the CSC Public Assistance and Information Office, which serves as the National HAP Secretariat, 171 national qualifiers emerged.

The nominees come from various fields including education, police service, medicine, local government, social welfare, science and technology, among others.

A Committee on the Presidential Lingkod Bayan and CSC Pagasa Awards, and a Committee on the Dangal ng Bayan Award, will deliberate on the extraordinary accomplishments and exemplary ethical behavior of the national qualifiers, leading to the selection of semi-finalists for the three award categories. They will be subjected to background investigation and further deliberation by the Committees.

Various awards and incentives await the finalists to the 2018 Search for Outstanding Government Workers. Details on the schedule and venue of the awards rites will be released soon.

Preparations for civil service anniversary in full swing

Brace for an activity-packed September as the Civil Service Commission (CSC) prepares for the 118th Philippine Civil Service Anniversary (PCSA) celebration.

The kick-off activity, R.A.C.E. to Serve Fun Run, will be held on 2 September at the Quirino Grandstand, Manila. The CSC Regional Offices will also be hosting fun runs in their respective regions to commence the anniversary month.

Government chorals will compete in the Grand Finals of the Government Choral Competition on 18 September at the Cultural Center of the Philippines, Manila. For the past eight years, the event has served as a venue for celebrating Filipino arts and culture, introducing original Filipino compositions to the audience, and showcasing the talent of public servants from Luzon, Visayas, and Mindanao.

Aside from these, there will be a job fair to be participated in by hiring government agencies. Special treats from selected government agencies and private companies will be provided to government employees as a gesture of appreciation for their hard work and dedication.

Further details about the PCSA activities will be posted at www.csc.gov.ph/pcsa2018.



CSC promotes inclusive employment for PWDs



Asia Foundation Philippines, together with participants and partners, in the “May 1% Ka Ba?” campaign launch. CSC was represented by Public Assistance and Information Office Director IV Maria Luisa Salonga-Agamata (seated 3rd from left). Photo credit: Asia Foundation Philippines.

The Civil Service Commission (CSC) expressed support for equal employment opportunities for Persons with Disabilities (PWDs) in the public sector through its participation in Asia Foundation Philippines’ campaign called “May 1% Ka Ba?” under its Fully Abled Nation program, launched last 1 May 2018 in Manila.

In partnership with the Australian Embassy, “May 1% Ka Ba?” campaign aims to promote inclusive employment and raise the overall percentage of employees with disabilities in the workplace. The campaign finds support in Republic Act No. 10524 or the Magna Carta for Disabled Persons, which states that “at least 1 percent of all positions in all government agencies, offices, or corporations shall be reserved for persons with disabilities”.

The National Council on Disability Affairs (NCDA), Department of Foreign Affairs, Bangko Sentral ng Pilipinas, Unilab, the Australian Embassy, local media, and persons with disabilities, also participated in the campaign.

To raise awareness on the 1% requirement, Asia Foundation Philippines, in partnership with Unilab Foundation’s Project Inclusion, will roll out a series of videos and stories across

social media channels featuring government agencies and offices that have successfully employed PWDs.

During the launch, NCDA Director Carmen Reyes-Zubiaga encouraged government offices to enforce R.A. 10524 to contribute in addressing the 80% unemployment rate of PWDs around the world. Director Zubiaga stressed that PWDs will not be employed for being PWDs but for their competencies. Aside from fulfilling the 1% requirement, there was a consensus during the launch about the need to change the mindset of PWDs by boosting their confidence in seeking employment.

In relation to the campaign, the CSC conducted an internal workshop last 23-25 May on the Development of Equal Opportunity Policy (EOP), which will be integrated into the four (4) core HR systems under the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) of the Commission. Another Equal Opportunity Principle workshop called Universal Integration of Inclusivity, Equity, and Diversity (UNITED) was held last 22 June to validate the proposed CSC EOP. This initiative aims to eliminate all forms of workplace discrimination and acknowledge diversity in the CSC.

CSC releases results of March 18 Career Service Exams

A total of 25,602 or 10.71% out of 238,966 examinees passed the Career Service Professional Examination, while 4,573 representing 11.20% of the 40,821 examinees passed the Career Service Sub-Professional Examination, both held last 18 March 2018.

The Cordillera Administrative Region (CAR) got the highest passing rate in the Professional level at 17.32% or 1,388 passers out of 8,014 examinees. For the Sub-Professional level, the National Capital Region (NCR) had the highest passing rate at 14.80% or 1,259 out of 8,506 examinees.

CY Rodriguez from NCR topped the Professional level with a rating of 87.01, while Arvin Aliquin from Southern Tagalog topped the Sub-Professional level with 88.36 rating.

Completing the list of top performing examinees in the Professional level are: Maryliz Zubiri (NCR), 86.66; Kevn Benedict Prudon (NCR), 86.61; Gilson Joseph Galera (CAR), 86.50; Jazhper Eirrol Sanidad (NCR), 86.45; Eula Tricia Ann Mines (Davao Peninsula), 86.43; Joshua Cris Aguilar (Southern Tagalog), 86.43; Dominni Jermond Abarro (Davao Peninsula), 86.42; Marfin Loi Cabuyao (Southern Tagalog), 86.42; and Angeli Apostol (Central Visayas), 86.32.

On the other hand, highest scorers in the Sub-Professional level are: Pisseth Bien Amie Mabanta (Southern Tagalog), 88.28; Ma. Armae Hazel Joy Medina (NCR), 88.19; Alfrey Oria (NCR), 88.19; Czendra Faye Compares (Cagayan Valley), 88.15; Donna Mae Gaviola (NCR), 88.04; AJ Wincielou Johanna Gabin (Central Visayas), 88.02; Celso Raro III (Southern Tagalog), 87.92; Willy Ann Joves (Ilocos Region), 87.91; and Arexon Doria (Ilocos Region), 87.74.

Other regions with notable passing rate include: for the Professional level – NCR (17.10%), Central Luzon (13.39%), Southern Tagalog (11.81%), and Central Visayas (11.25%); and for the Sub-Professional level – CAR (12.37%), Central Luzon (12.96%), Southern Tagalog (12.14%), and Western Visayas (10.70%).

The complete list of successful examinees of the 18 March 2018 CS Exams may be accessed through the CSC website at www.csc.gov.ph. Certifications of Eligibility (CoE) are expected to be available by 18 June at CSC Regional Offices. Passers must present at least one valid ID upon claiming of the CoE.

Meanwhile, examinees, both passed and failed, may generate their individual rating through OCSERGS or Online Civil Service Examination Result Generation System on the CSC website by 1 June.

The new Professional eligibles may be appointed to both first level (clerical) and second level (technical) positions in the government, including executive/managerial positions in the second level, provided they also meet the education, experience, training, and other requirements of the positions. On the other hand, the Sub-Professional eligibles may be appointed only to first level positions in the government.

Both the Professional and Sub-Professional eligibilities are appropriate to positions that do not involve practice of profession and are not covered by special laws.

Honor graduates, barangay officials urged to apply for eligibility

The Civil Service Commission (CSC) invites those who graduated with Latin honors in their baccalaureate degree to apply for Honor Graduate Eligibility (HGE).

Applicants must have graduated *summa cum laude*, *magna cum laude*, *cum laude* or their equivalent from school year 1972-1973 and thereafter.

The HGE is applicable to graduates of private higher education institutions in the Philippines with baccalaureate/bachelor's degree recognized by the Commission on Higher Education, or state/local college or university with baccalaureate/bachelor's degree included in its charter, or baccalaureate/bachelor's degree duly approved by its Board of Trustees/Board of Regents.

Honor graduates from a reputable foreign school, as verified by the Department of Foreign Affairs through the Philippine Foreign Service Posts, may apply for the Foreign School Honor Graduate Eligibility (FSHGE), provided that they are Filipino citizens.

The HGE and FSHGE are both second level eligibilities that are considered appropriate for first and second level positions in

government that do not involve the practice of profession and are not covered by bar/board/other laws.

Applications for HGE may be submitted to the CSC Regional Office (CSC RO) covering the location where the applicant finished his/her degree, or to any of the CSC RO's field offices. Applications for FSHGE may be submitted to the nearest CSC Regional or Field Office where the applicant is currently based.

The Commission grants the HGE to qualified individuals pursuant to Presidential Decree (PD) No. 907, issued on 11 March 1976, which mandates the grant of civil service eligibility to college honor graduates in the hope that "immediate absorption of these honor graduates in the public service will assure their participation in public affairs and buy up the quality of the civil service."

In line with PD 907, the Commission issued CSC Resolution No. 1302714 on 17 December 2013 to include honor graduates from foreign schools in the grant of eligibility.

The list of requirements and procedures for application may be accessed on the CSC website at www.csc.gov.ph.

Eligibility for barangay officials

The CSC also encourages barangay officials who have completed their term of office on or after 1 August 2012 and who wish to continue their service to the government to apply for the Barangay Official Eligibility (BOE).

BOE is granted to elective barangay officials such as Punong Barangay/Barangay Captain, regular Sangguniang Barangay Members, and Sangguniang Kabataan Chairpersons; and to appointive barangay officials such as the Barangay Treasurers, and Barangay Secretaries who were appointed by the duly elected Punong Barangay.

The eligibility may be used for appointment to first level positions in the career service, except positions covered by bar/board/other laws, or those that require other special eligibilities as determined by the Commission, or those that require licenses such as positions listed under Category IV of CSC MC No. 11, s. 1996, as amended.

The CSC emphasizes that eligibility is just one of the qualifications standards in order to qualify for a government post. Education, training, experience, and competency requirements should also be met.

The CSC reiterates that those barangay officials elected or appointed during the 28 October 2013 election and were given holdover capacity by express provision of Republic Act No. 10923 are considered to have completed their term of office as of 30 November 2016 and may be granted BOE.

Furthermore, based on CSC Resolution No. 1601257, Sangguniang Barangay officials who assumed and completed their term of office based on the Rules of Succession provided under the Local Government Code of 1991 may be granted the BOE. Qualified officials are the following:

- An elected Sangguniang Barangay (SB) Member/Kagawad who assumed the post of Punong Barangay/Barangay Captain and completed the unexpired term of office of the Punong Barangay regardless of the number of days.
- An SK member who succeeded the SK Chairperson provided that the SK Chairperson-successor completed the term of office. The BOE may be granted if the assumption to office of the SK Chairperson-successor is within the allowable 15-day deficiency period and if the permanent vacancy occurs within 15 days from start of term of office.

The CSC stresses that, in case of permanent vacancies in Sanggunian which are filled not by automatic succession but by appointment made by the local chief executive, the appointed Sangguniang Barangay member will not be entitled to the BOE.

BOE applications should be submitted to the CSC Regional Office or Field Office having jurisdiction over the Barangay where an applicant has rendered services.

The list of requirements and procedures for application may be accessed on the CSC website at www.csc.gov.ph.

CSC accepts applications for Pre-Employment Test, Promotional Test, and EOPT

Applications for the 14 October 2018 Pre-Employment Test, Promotional Test, and Ethics-Oriented Personality Test (EOPT) will be accepted from 25 June until 24 August 2018, the Civil Service Commission (CSC) announced.

The tests are additional human resource tools—aside from the Civil Service Examinations—to strengthen the overall recruitment, placement, and promotion in the government service. It is used by government agencies in the objective screening or assessment of their applicants vying for vacant positions.

The Pre-Employment Test serves as a mechanism to filter applications. The Promotional Test allows objective evaluation of applicants' readiness and competencies for promotion purpose, while the EOPT determines behavioral tendencies and personality profile of applicants.

The CSC clarified that all applications should be coursed through the government agency adopting any or all of the tests. Only individuals with pending application for employment or promotion in a government agency adopting the tests are allowed to take the examination/s. Government

agencies should make a written request to the CSC, through the CSC Regional Office having jurisdiction over the agency, to administer any or all of the tests for its applications.

The CSC stressed that no individual can file an application directly with the CSC.

Passers of the Pre-Employment Test and Promotional Test will receive a Certification valid and effective for five (5) years. As such, the Certification may be used by the holder for subsequent applications. The CSC explained that the Certification shall be appropriate/applicable only for the level of position for which the examination is intended (e.g., The Pre-Employment Test for 1st level shall be applicable for entrance to first level positions only. The Promotional Test for Executive/Managerial positions shall be applicable for promotion to the same level of positions only).

For the application procedure, scope of examination and other details, interested applicants may access Examination Announcement No. 6, s. 2018 from the CSC website at www.csc.gov.ph.

New CSC Field Offices open in Marawi, Urdaneta



MSU President Habib W. Macaayong (left) and CSC ARMM Director IV Alan F. Alegria (right) cut the ribbon signifying the inauguration of the new CSC FO-Lanao del Sur office.

CSC Lanao del Sur relocates to MSU

The new office of the Civil Service Commission Field Office (CSC FO)-Lanao del Sur, located inside the Mindanao State University (MSU) E-Library, MSU Main Campus, Marawi City, was inaugurated last 10 May 2018.

CSC Autonomous Region in Muslim Mindanao (CSC ARMM) Director IV Alan F. Alegria and MSU President Habib W. Macaayong jointly inaugurated the said office. Present during the ceremony were CSC ARMM officials, MSU directors and deans of colleges, and members of the Council of Human Resource Management Practitioners in Lanao del Sur.

The CSC FO-Lanao del Sur was formerly located inside Marawi City Hall, but the six-month long Marawi siege forced the officials and staff, led by Director II Sandrah Arnica M. Usman, to leave the area and report to the CSC ARMM office in Cotabato City for the next 11 months.

After the crisis, the CSC FO returned to Marawi City and was reinstalled, this time inside the MSU Campus.

The idea of transferring the field office from Marawi City Hall to the MSU Campus came to surface in 2016. CSC ARMM Regional Director and now Commissioner Leopoldo Roberto W. Valderosa Jr. realized the convenience and security of having the field office inside the campus. His successor, Acting Director IV Maribel Sixto-Alejo, closely monitored the events leading to the transfer of all office records, equipment and fixtures, and the eventual signing of the Memorandum of Agreement with the MSU management.

In his speech at the inauguration, MSU President Macaayong said that housing the CSC FO-Lanao del Sur inside the campus is their contribution to the restoration and rehabilitation initiatives in Marawi City.

In response, Director Alegria assured the MSU that the CSC is one with them in prayer for the full recovery and rehabilitation of Marawi City. He hoped that the reinstallation of the CSC FO-Lanao del Sur in Marawi City will bring a sense of normalcy in the operations of the local government units, improve CSC's relationship with the public, and most importantly, sustain peace and goodwill in these areas.



The waiting area for CSC FO-Lanao del Sur's clients

New homes in Nueva Ecija, Bulacan

Meanwhile, the CSC has entered into two usufruct agreements with the Municipal Government of Sta. Rosa, Nueva Ecija and the Provincial Government of Bulacan for the construction of new field offices in CSC Regional Office III.

Sta. Rosa Municipal Mayor Marita C. Angeles signed the Deed of Usufruct with CSC Chairperson Alicia dela Rosa-Bala on 5 April 2018 at the Sangguniang Bayan Building, Sta. Rosa, Nueva Ecija. Under the agreement, a 267 square meter lot located in Barangay Rizal, Sta. Rosa, Nueva Ecija will be used for the CSC Field Office (CSC FO)-Nueva Ecija building for a period of 25 years.

The event was also graced by CSC Commissioner Leopoldo Roberto W. Valderosa Jr., CSC RO III Regional Director Nelson G. Sarmiento, Assistant Regional Director Carlos P. Rabang, CSC FO-Nueva Ecija Director II Edgar M. Martinez, Sta. Rosa Municipal Vice Mayor Eliseo DG. Angeles, Sangguniang Bayan Members, and officials of Nueva Ecija of Personnel Officers (NECPO) and Personnel Officers Association of Water Districts (POAWD).

Meanwhile, under the usufruct agreement between the CSC and the Provincial Government of Bulacan, the latter allows the use of the 1,200 square meter lot located at the back of the Provincial Capitol Building in Barangay Guinhawa, Malolos City for the construction of CSC FO-Bulacan. Chairperson Bala and Bulacan Provincial Governor Wilhelmino M. Sy-Alvarado formally signed the agreement



Sta. Rosa Municipal Mayor Marita C. Angeles and CSC Chairperson Alicia dela Rosa-Bala seal the agreement with a handshake.

last 15 April 2018 at the Official Residence of the Provincial Governor, Capitol Compound, City of Malolos, Bulacan.

Presently, the CSC FOs of Nueva Ecija and Bulacan are housed at the Provincial Capitol Compound of Nueva Ecija and Bulacan, respectively.

CSC opens new building in Urdaneta

Around 90 officials and representatives from various government agencies and offices in Eastern Pangasinan came to witness the blessing and inauguration of the Civil Service Commission Field Office (CSC FO)-Eastern Pangasinan (Urdaneta) building on 8 March 2018.

The new two-storey building, located in Gracia Village, Barangay Nancayasan, Urdaneta City, Pangasinan, is erected on a 204.75 square meter lot which has been leased by the City Government of Urdaneta to the CSC for 50 years in the amount of Php1.00 per year.

"For CSC Regional Office I (CSC RO I), this day marks two milestones. Today, we witness not only the inauguration of the CSC FO-Eastern Pangasinan building, but also the completion of all five field office buildings in the Ilocos Region," said CSC RO I Director IV Hedy Jose B. Lardizabal, who is proud in the office's achievement of



being the first CSC Regional Office to have all its field office buildings constructed.

CSC Chairperson Alicia dela Rosa-Bala, Urdaneta City Mayor Amadeo Gregorio E. Perez IV, and Director Lardizabal led the ceremonial cutting of the ribbon and unveiling of the marker, with the assistance of CSC FO-Eastern Pangasinan Director II Rogelio T. del Rosario.

As a gesture of gratitude, Director Lardizabal, OIC Director III Violeta Nipal-Mendoza and Director del Rosario accorded Plaques of Appreciation to the people and offices that contributed in the construction of the new field office building, namely, Chairperson Bala, CSC Commissioner Leopoldo Roberto W. Valderosa Jr., former Commissioner Martinez, Mayor Perez, Department of Public Works and Highways-3rd Pangasinan District Engineering Office, Pangasinan State University-Urdaneta City Campus, and Eastern Pangasinan Council of Personnel Officers.



(From left to right) CSC Chairperson Alicia dela Rosa-Bala, CSC RO I Director IV Hedy Jose Lardizabal, and Urdaneta City Mayor Amadeo Gregorio E. Perez IV lead the ceremonial ribbon cutting to officially mark the opening of the new building.

CSC RO VII donates school supplies to Tribu Higaonon



CSC RO VII officials and employees meet Higaonon Tribe Chieftain Datu Sagyawan, its first tribal Chieftain Bae Kiram, and selected children from the tribe, during their teambuilding activity.

Civil Service Commission Regional Office VII (CSC RO VII), in partnership with the Office of the Ombudsman-Visayas, donated three (3) boxes of school supplies to the members of the Higaonon Tribe of Misamis Oriental on 30 May 2018 as part of their social responsibility advocacy.

The donation was the outcome of the meeting between CSC RO VII officials and staff and members of the Higaonon tribe as part of the former's teambuilding activity held last 5-9 April 2018. Facilitated by the Municipality of Naawan, Misamis Oriental, the meeting was intended to raise CSC employees' cultural awareness on the tribe's significant contribution to society and to help them with their concerns.

The Higaonon Tribe was represented by its Chieftain, Datu Sagyawan, its first tribal Chieftain Bae Kiram, and selected children from the tribe. They shared their experiences as the first settlers who lived in the seaside, their sources of livelihood, and the settlement issues brought about by the difficulty in acquiring rights over the land they are occupying. In the process, they were driven out of their residences.

To avoid conflict, they moved to the mountain barangays but were bullied, betrayed, and abused there.

Bae Kiram further shared her fears regarding the ongoing land battle the tribe has been fighting for years, the migration of tribe members seeking employment elsewhere, and the infertility of soil affecting farming which is their main source of livelihood. To alleviate the situation and address their predicament, Bae Kiram designed sessions inculcating among the young tribe members the importance of knowing and remembering their culture.

In the same meeting, the children shared their accomplishments at school, which prompted the idea of donating school supplies.

The meeting with the officials and members of the Higaonon tribe was a remarkable experience for CSC RO VII officials and staff as they were able to get in touch with their roots and understand the plight of indigenous peoples better.

CSC awards two HRM practitioners in Region IV

A Human Resource Management Officer III (HRMO) from the Department of Trade and Industry (DTI) Region IV-A and a City Government Department Head I from the City Government of General Trias were recognized in the 25th Annual Conference of the Human Resources Management Practitioners (HRPMs). The forum was held May 22 to 24, 2018 at the Virginia Centurione Bracelli School in Odiongan Romblon. The three-day activity was attended by 560 human resource (HR) practitioners in government.

Two of the highlights of the conference were the Awarding of the Search for Best Human Resource Management (HRM) Practitioner in Region IV, and the Search for Best Human Resource Management Practitioner (HRMP) Technical Paper.

Mr. Jay A. Acar, Human Resource Management Officer (HRMO) III of the Department of Trade and Industry Region IV-A (DTI IV-A), was hailed Best HRM Practitioner for 2018.

Under his helm, the said agency was one of the three agencies in Region IV conferred with the Bronze Award under PRIME-HRM Enhanced Maturity Level II Indicators in 2017. He also initiated interventions in DTI IV-A which generated savings for the agency, such as conducting an in-house training on PHILGEPS and Alternate Mode of Procurement for employees.

Since 2014, Acar volunteered his spare time in conducting free learning sessions to prepare DTI's contract of service employees for taking the Career Service Examination-Pen and Paper Test. Eventually, even non-DTI employees attended his learning sessions. He said it is his small way to help young aspirants who are willing to render their services for the government.

The paper entitled, Using Strategic Human Resource in Improving the Business Permit and Licensing System (BPLS), authored by Dr. Dennise R. Columna, City Government Department Head (CGDH) I of the City Government of General Trias, Cavite, was chosen as the Best Technical Paper.

Columna advocated the transformational approach based on the HR model proposed by Dr. David Ulrich, which is instrumental in reaching optimum results in the implementation of the organization's business strategies. The approach may be adopted by other local government units (LGUs), specifically in the BPLS.



Jay A. Acar of DTI IV-A (center) poses for a souvenir photo after receiving the Best HRM Practitioner Award from CSC RO IV Director IV Karin Litz P. Zerna (2nd from left). Joining Acar and Zerna are (from left to right) CSC Field Office-Romblon Director II Seymour R. Pajares, CSC Field Office-Laguna Director II Charity F. Arevalo, and President of the Laguna Council of HRMPs Larry T. Javier.



Dr. Dennise R. Columna, CGDH I of the City Government of General Trias, Cavite, presents his winning technical paper to more than 500 HR practitioners and a panel of judges composed of CSC Chairperson Alicia dela Rosa-Bala, CSC Civil Service Institute Executive Director Arthur Luis P. Florentin, and CSC Office for Strategy Management Director IV Helene Grace T. Ramos.

25 Years of HRMP Councils: Building Bridges, Connecting People

Keynote Address delivered by CSC Chairperson Alicia dela Rosa-Bala at the Regional Council of Human Resource Management Practitioners of Region IV's 25th Annual Conference on 22 May 2018 at Virginia Centurione Bracelli School Open Court, Odiongan, Romblon

It is a privilege to be with you on your 25th Annual Conference. Happy silver anniversary to you and congratulations for 25 years of HR excellence in Region IV. We are also grateful to the beautiful Province of Romblon and the City of Odiongan for having us here.

We stand at the start of a three-day conference. We have a lot on our plate—we have personality development for human resource management officers or HRMOs, and the Professional Development Series, Leadership Competency Series, and Public Service Value Series as well. We will also

hear from local government units about human resource and organization development (HR and OD) best practices.

At the end of the conference, you are expected to understand and eventually demonstrate leadership competencies, appreciate different personality types and workstyles, understand the importance of policy development and implementation, develop cultural awareness and sensitivity, and acquire new skills and techniques in being more efficient in your respective careers. So brace yourselves—it's going to be an exciting and interesting three-day ride for all of us.

“When the CSC initiated the shift from transactional to strategic HR, bridges were already “built”. Do we break them down to make way for new approaches and initiatives? No, we simply had to connect, and re-connect.

Theme

In the 7 Habits of Highly Effective Government Leaders, Dr. Stephen Covey says:

Compromise means $1 + 1 = 1 \frac{1}{2}$

Synergy means that $1 + 1$ may equal 10 or 100 or even 1,000

When I read about your theme for this year, *25 Years: HRMPs Building and Connecting Bridges*, what came to mind was the word synergy. Why? I think building bridges is a noble endeavor, and connecting them is even more challenging. But synergy will make these bridges multiply and the ones who use them flourish. I will get back to synergy in a while.

First, let us take for example the 25 years that the Regional Council of the Human Resource Management Practitioners of Region IV has been in existence. I am not sure who among you were already members of the Regional Council during its formation years. I was told that the yearly gathering of HRMPs here started in 1993, with the province of Batangas as the first province to host the event. The ten provinces of Region IV has since then taken turns in hosting the conference.

Back in 1993, I imagine the Council facing the challenge of starting something new. When you are starting something, it is akin to building. You have to establish the foundation. You have to plan, gather resources, hire workers, acquire permissions or licenses, and set targets. It is hard to start from scratch and get things rolling, and even when the project is already progressing, there could be unexpected delays

or problems. It is hard to build, but it is certainly rewarding once the structure is done. Twenty five years ago, this Annual Conference was built. I am sure there were birth pains, but look at its progress and what it has established over the years. It is now a strong network of human resource management practitioners (HRMPs) that is making an impact in Region IV.

A structure is valuable when it is able to perform the function it was originally created for. A bridge connects. It makes possible for people and vehicles to cross over where they once cannot. The stronger the bridge, the better it binds together two structures. It can stand day to day wear, and even bad weather and natural disasters. Likewise, this Regional Council also connects. It provides opportunities for HRMPs and organizations to forge partnerships, create networks, and build lasting professional relationships.

We have already seen how this worked for the past years. When the CSC initiated the shift from transactional to strategic HR, bridges were already “built”. Do we break them down to make way for new approaches and initiatives? No, we simply had to connect, and re-connect. Shifting to strategic HR relied heavily on the field work performed by our HRMPs in each government agency in every corner of the country. We had to connect the CSC’s vision, the HRMPs’ expertise, and the public’s expectations. This connection worked two ways: it closed gaps and created pathways. Where it was once not possible to cross over, HRMPs made way to make possible.

Continued on page 22...

12 THINGS TO KNOW ABOUT THE EODB EGSD ACT OF 2018 (REPUBLIC ACT NO. 11032)

An Act Promoting Ease of Doing Business and Efficient Government Service Delivery, Amending for the Purpose Republic Act No. 9485 Otherwise Known as the Anti-Red Tape Act of 2007, and for Other Purposes

1 COVERAGE

The Ease of Doing Business and Efficient Government Service Delivery Act of 2018 applies to all government offices and agencies including local government units (LGUs), government-owned and/or -controlled corporations and other government instrumentalities, whether located in the Philippines or abroad, that provide services covering business and non-business related transactions as defined in this Act.



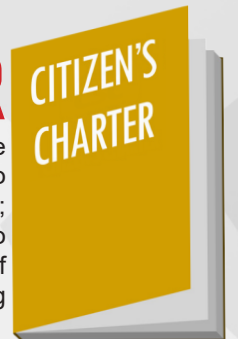
2 PURPOSE OF EODB EGSD ACT

It aims to establish efficient service delivery, prevent graft and corruption, reduce red tape, and expedite business and non-business transactions in government. The Act also provides for rules, tools, and mechanisms designed to improve frontline service efficiency and ensure customer satisfaction.



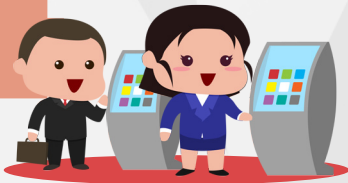
3 THE CITIZEN'S CHARTER

The posted information should have a comprehensive and uniform checklist of requirements; procedure to avail of the service; person/s responsible for each step; maximum time to complete the process; document/s to be presented by the customer, if necessary; amount of fees to be paid, if necessary; and procedure for filing complaints.



4 ZERO CONTACT TRANSACTIONS

Except during preliminary assessment of the request and evaluation of the sufficiency of submitted requirements, no government officer or employee shall have any contact with a customer. Examples of which are physical interaction and phone conversations.



5 GRANT OF AUTOMATIC EXTENSION

An application or request shall be automatically extended if a government office or agency fails to act on it, until such time a decision or resolution is rendered.



6 3-7-20 DAY PROCESSING TIME

Assigned officers or employees shall follow specific processing times for client transactions.

3 DAYS SIMPLE TRANSACTION

Applications or requests which only require ministerial actions or that which present only inconsequential issues for resolution.

7 DAYS COMPLEX TRANSACTION

Requests or applications which necessitate evaluation in the resolution of complicated issues by an officer or employee of a government office.

20 DAYS HIGHLY TECHNICAL APPLICATION

Applications or requests which require use of technical knowledge, specialized skills and/or training in the processing and/or evaluation.

**Signed by President Rodrigo Roa Duterte on May 28, 2018 and published on June 1, 2018 in the Philippine Gazette.*

7 THE ANTI-RED TAPE AUTHORITY

To ensure the attainment of the objectives of the EODB EGSD Act of 2018, there is hereby created the Anti-Red Tape Authority, which shall be organized within six (6) months and shall be attached to the Office of the President.



The Anti-Red Tape Authority, in coordination with the CSC and the Ease of Doing Business and Anti-Red Tape Advisory Council, shall conduct an information dissemination campaign in all LGUs and NGAs to inform them of the EODB EGSD Act amending Republic Act No. 9485 or the Anti-Red Tape Act of 2007.

8 ANTI-RED TAPE UNIT IN THE CSC

The CSC shall maintain an anti-red tape unit in its central and all its regional offices, utilize Report Card Survey findings for purposive and integrated government-wide human resource systems and programs toward efficient delivery of government service as contemplated in this Act; and receive, review, hear, and decide on complaints on erring government employees and officials and non-compliance with the provisions of the EODB EGSD Act of 2018.



9 REPORT CARD SURVEY

The Report Card Survey (RCS) will be used to check compliance of all government agencies with the law. The RCS will be initiated by the Authority, in coordination with the Civil Service Commission (CSC), and the Philippine Statistics Authority (PSA).

10 ADMINISTRATIVE JURISDICTION AND PENALTIES

The administrative jurisdiction on any violation of the provisions of the EODB EGSD Act of 2018 shall be vested either with the CSC or the Office of the Ombudsman.

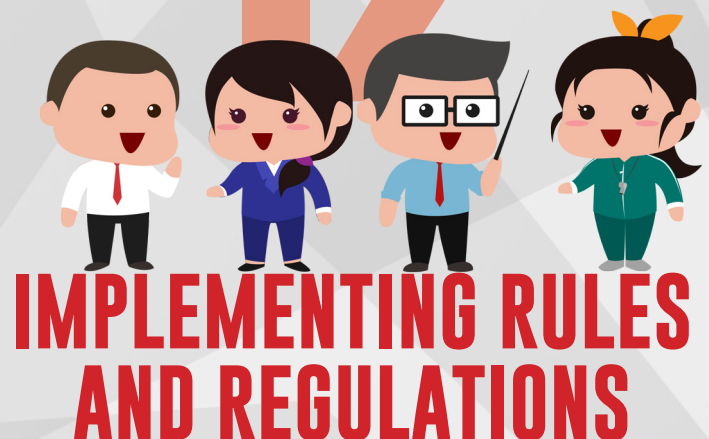
- a. First Offense: Administrative liability with six (6) months suspension;
- b. Second Offense: Administrative liability and criminal liability of dismissal from the service, perpetual disqualification from holding public office and forfeiture of retirement benefits and imprisonment of one (1) year to six (6) years with a fine of not less than Five Hundred Thousand Pesos (P500,000.00) but not more than Two Million Pesos (P2,000,000.00).

11 VIOLATIONS AND PERSONS LIABLE

Any person who performs or causes the performance of the following acts shall be liable:

- a. Refusal to accept request and/or application with complete without due cause;
- b. Imposition of additional requirements other than those listed in the Citizen's Charter;
- c. Imposition of additional costs not reflected in the Citizen's Charter;
- d. Failure to give the applicant or requesting party a written notice on the disapproval of an application/request;
- e. Failure to render government services within the prescribed processing time on any application without due cause;
- f. Failure to attend to applicants who are within the premises of the office or agency concerned prior to the end of official working hours and during lunch break;
- g. Failure or refusal to issue official receipts; and
- h. Fixing and/or collusion with fixers in consideration of economic and/or other gain or advantage.

12



IMPLEMENTING RULES AND REGULATIONS

The Authority with CSC and DTI, and in coordination with DICT, DOF, DILG, NEDA, PSA, CDA, Securities and Exchange Commission (SEC) and the Office of the Ombudsman, and the Union of Local Authorities of the Philippines (ULAP) shall promulgate the necessary rules and regulations within ninety (90) working days from the effectivity of the EODB EGSD Act.

Pushing for Higher HR Maturity Levels

The shift to strategic HR involved changing and recalibrating our measuring systems to diagnose gaps, identify interventions, and elevate agencies' HR maturity levels. The Program to Institutionalize Meritocracy and Excellence in Human Resource Management or PRIME-HRM is CSC's answer to this challenge. PRIME-HRM aims to elevate public sector HR management to a level of excellence through the process of assessment, assistance, and recognition—summarized as Assess, Assist, and Award. The CSC rolled out PRIME-HRM in 2012, and you stayed with us during those challenging implementation phases, as well as revision stages that the program itself underwent. In 2016, we adopted the enhanced indicators that agencies had to reach for once again. As a result, we now have 49 agencies nationwide that are compliant with PRIME-HRM Maturity Level 2.

In 2012 as well, we rolled out the Strategic Performance Management System or SPMS, which linked performance to incentives, and which linked individual performance to organizational and societal goals. Five years later, there is almost 100% compliance with SPMS. Year 2017 ended with 2,570 having an approved SPMS, or 99.95% of the total 2,576 agencies. As of December 2017, 2,543 of these agencies (or 98.95%) already have functional SPMS.

Region IV Accomplishments

Truly, the RCHRMP of Region IV has built and connected bridges for the past 25 years. You have contributed greatly in making HR practice in this region reach higher maturity levels.

In 2017, the CSC set its targets under PRIME-HRM in terms of the number of agencies to be assessed, assisted, and awarded, depending on their status and according to the enhanced indicators introduced in 2016. Last year, forty one (41) agencies under the CSC Regional Office IV's jurisdiction finished the Assess and Assist phases of the PRIME-HRM, while 3 agencies reached Maturity Level 2. These agencies are also compliant with the requirements of the Strategic Performance Management System or SPMS. Congratulations, your hard work has paid off. The CSC will continue to work with you in pushing for higher HR maturity levels across Region IV, and I am sure our HRMPs here are up for the job.



Synergy is not just about choosing between having it your way or my way, but all of us pursuing a higher way, a better way.

Synergy

Synergy underlies such achievements. Over the years, we have not only built and connected, we have also synergized. You may not have known it but by working together in creativity, cooperation, diversity, and humility, you have multiplied the achievements of this region. Why can I say this? Because the HR initiatives we have introduced could have failed miserably if our HRMPs chose to compromise instead of synergize. If change was met with resistance, complaint, doubt, or fear, we would not have reached the HR maturity level we now have. Imagine if any one group here insisted on having its own way, and another group insisted on having its own way, walang mangyayari. Synergy is not just about choosing between having it your way or my way, but all of us pursuing a higher way, a better way. We chose to work together with our differences toward the achievement of a vision.

Synergy is also about cultivating innovative problem solving, seeking out differences and knowing what to do with them, and arriving at new or better alternatives. We can see how Region IV manifested synergy for the past 25 years, but I am more excited about what we can do for the next 25 when we more consciously apply the principles of synergy. That is the way we could leverage opportunities, make tough decisions, resolve conflicts, improve processes, and negotiate agreements. *Sa compromise, merong lugi, kasi $1 + 1 = \frac{1}{2}$. Pero sa synergy, lahat panalo, kasi $1 + 1$ can equal to 1,000.* Let us do more for each other by valuing our differences, being willing to go for uncanny ideas, and always pursuing something better.

Closing

As we celebrate the silver anniversary of this conference, we honor the RCHRMP of Region IV as a major stakeholder and partner of the CSC in building the competencies of our HRMPs. As an annual event, this conference has been recognized as a major platform in providing various learning interventions to develop the skills and knowledge of government workers.

Truly, kayo ang lingkod bayani ng Region IV. Maraming salamat po at mabuhay!



Sa compromise, merong lugi, kasi $1 + 1 = \frac{1}{2}$. Pero sa synergy, lahat panalo, kasi $1 + 1$ can equal to 1,000.



The National Museum of Natural History in Manila

FOR THE LOVE OF THY CULTURE

Leader of the black nationalist movement Marcus Garvey once said, "A people without knowledge of their past history, origin, and culture is like a tree without roots." To celebrate our roots in line with the National Heritage Month in May, the Civil Service Reporter features some of the government's efforts to protect and conserve the Philippines' cultural heritage.

Rice Terraces of the Cordilleras, Historic City of Vigan, Baroque Churches, Tubbataha Reefs Natural Park, Puerto Princesa Subterranean River National Park, and Mount Hamiguitan Range Wildlife Sanctuary—these are the six UNESCO World Heritage Sites located in the Philippines. These sites, though considered among the best, barely scratch the surface of the vast cultural heritage of our country.

One may ask, what is cultural heritage? As defined in the National Cultural Heritage Act of 2009, it refers to the totality of cultural property preserved and developed through time and passed on to posterity. Cultural property consists of all products of human creativity by which a people and a nation reveal their identity, including churches, mosques and other places of religious worship, schools and natural history specimens and sites, whether public or privately-owned, movable or immovable, and tangible or intangible.

With the rich history of the Philippines, spanning from pre-Spanish era until the post-colonial period, our culture has been diversified, bringing about unique cultural heritage found all over the Philippines. Due to this, cultural tourism has been considered as an important part of the tourism industry in the

country. In recent years, our government has been extensively promoting cultural tourism and there has been a growth in this kind of tourism attributed to the Filipino "millennials". Because of their desire to not only visit the attractions but to understand the history behind it, engage with the local communities, and immerse in their culture, they have boosted cultural tourism and influenced higher appreciation of the Filipino culture. However, enjoying the cultural heritage passed down to us by our ancestors comes with a great responsibility—we, Filipinos, must protect, preserve, and conserve it.

It is unfortunate that because of lack of awareness among Filipinos about the need to protect and conserve the Philippines' cultural heritage, we tend to destroy it unconsciously. This is one of the biggest challenges that the National Commission for Culture and the Arts (NCCA)—the government institution mandated to conserve, promote, and protect the nation's historical and cultural heritage—is addressing for years now.

PROTECTION AND PRESERVATION OF CULTURAL HERITAGE

Anchored from the Philippine Cultural Heritage Act of 2010, the NCCA has various programs for the protection, conservation, and preservation of cultural heritage, such as the 1) conduct of awareness campaigns and stakeholder meetings among local government units (LGUs) and communities, 2) cultural mapping, 3) use of the Philippine Registry of Cultural Property (PRECUP), and the 4) creation of conservation management plan.



Display of Selyong Pamana at the Philippine Postal Corporation



Restoration works at the facade of the Met

"The care for the heritage really lies on the community and the people. LGUs and the communities play a vital role in protecting, conserving and preserving our culture heritage," said the NCCA Subcommittee on Cultural Heritage Head, Rev. Fr. Harold LI. Rentoria, in a radio interview with the Civil Service Commission. The NCCA mainly educates the local officials and the communities on their responsibility as primary protectors of cultural heritage found in their land.

Moreover, the NCCA also capacitates the LGUs on the different programs helpful for their communities, one of which is cultural mapping. It is a process of identifying, recording, and using cultural resources and activities in building communities. NCCA conducts technical assistance on cultural mapping to help LGUs identify and account their cultural properties. Several cities and municipalities have already been trained in the past three years. Just this May, the City Government of Bayawan, Negros Oriental and Municipal Government of Camalig, Albay underwent a five-day cultural mapping training workshop organized by the NCCA. For the continuous inventory of cultural resources, the NCCA also conducts a national training of cultural mapping facilitators. Educators and cultural workers are trained as facilitators to train mappers on the ground.

The identified cultural properties are then registered in the Philippine Registry of Cultural Property (PRECUP). It is an inventory of cultural properties, both tangible and intangible heritage, such as UNESCO World Heritage Sites, historical shrines, landmarks, monuments, and other presumed important cultural properties. Being a repository of all information pertaining to cultural properties in the Philippines, PRECUP is used by the public, land use planners, property owners, developers, the tourism industry, and educators as

a tool to increase awareness and understanding of cultural heritage in local communities and to facilitate the protection, preservation, and conservation of cultural properties.

Another program is the conservation management plan (CMP) on built heritage where NCCA studies and documents old structures such as 16th and 17th century old buildings. As there is a tendency for owners to modernize and deviate from the original look or feel of structures, the CMP is a great blueprint to preserve such structures.





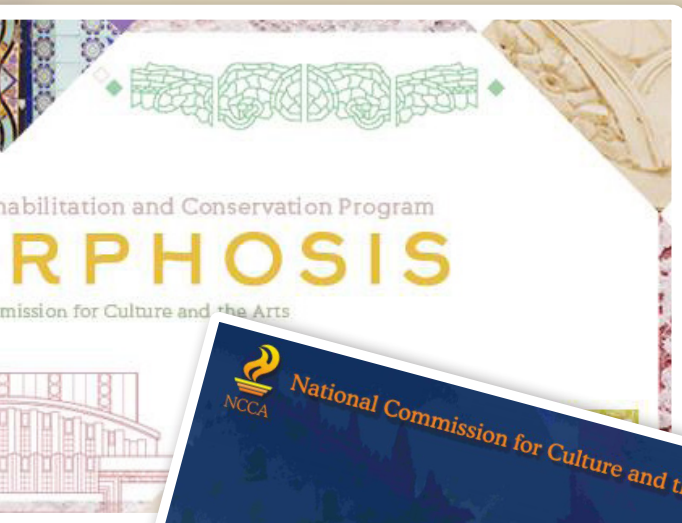
Snapshots from the National Heritage Month activities

CONSERVATION WORK

Conservation work in the Philippines is still new, admitted by Fr. Rentoria. With the Philippine Cultural Heritage Act only passed in 2010 and only a few advocates lobbying for conservation initiatives, the country is still at the onset of heritage conservation work. To gain ground on the conservation movement in the country, the NCCA pushed for the rehabilitation of the Metropolitan Theater.

Built in 1931, the Met was designed as an art deco structure by National Artist for Architecture Juan Arellano. Considered as the first national theater, the Met has been the premier venue for cultural performances, social events, and visual art showcases. It was a witness to many political and social events. The Met survived the World War II but was bombed during the American Occupation. Former First Lady Imelda Marcos revived its beauty in 1978; however, due to conflict in ownership, the theater was abandoned until recent years. Due to its cultural and historical significance, the Met was declared as a National Historical Landmark in 1973 and as a National Cultural Treasure in 2010.

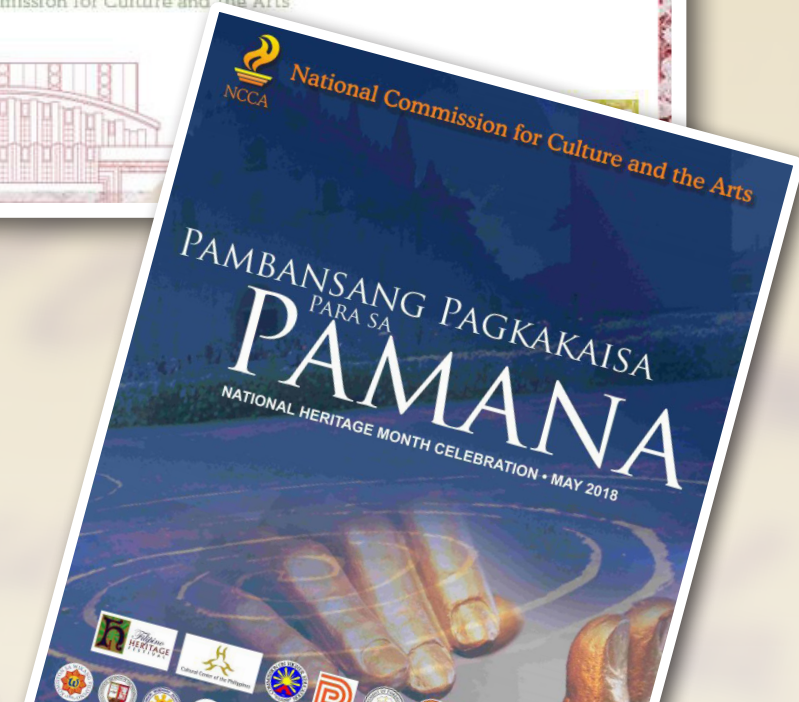
Mini-rehabilitation works have been made over the past years; however, its serious rehabilitation only started in 2015 when NCCA purchased the derelict theater for Php270 million from the Government Service Insurance System. To date, ongoing works are being done to bring back the old glory of the Met through the NCCA's Restoration and Conservation Program called "Metamorphosis", headed by Architect Gerald Lico. The rehabilitation of the Met serves as a national symbol of heritage conservation work in the country.



NATIONAL HERITAGE MONTH CELEBRATION

The various programs of the NCCA, indeed, raise awareness of the need to protect, preserve, and conserve the nation's cultural heritage. However, there is also a need to amplify and sustain awareness to reach a degree of consciousness where respect and love for the cultural heritage would be second nature. This is realized through the yearly celebration of the National Heritage Month (NHM), spearheaded by the NCCA.

This year's celebration, with the theme, "Pambansang Pagkakaisa para sa Pamana" (National Unity for Heritage), enjoins the nation to unite for the preservation of heritage for the enjoyment of future generations.





NHM 2018 kicked off last May 2 in Davao City, led by NCCA Chairperson and National Artist for Literature Virgilio S. Almario and Head of Subcommittee on Cultural Heritage Rev. Fr. Harold Ll. Rentoria. Fr. Rentoria highlighted the importance of this celebration: *“Ang National Heritage Month ay nagpapaalala ng kahalagan ng mga pamana sa atin ng ating mga ninuno na kailangang pahalagahan, ipreserba at protektahan katulad ng mga tangible and intangible heritage—practices, fiesta, built heritage na mahalaga para sa ating bansa at para sa buong mundo.”*

The whole month of May was packed with various activities such as the film showing by the Komisyon sa Wikang Filipino, theatrical play entitled *“Journeys on Galleon”* by FHFI, performances organized by the National Parks Development Committee, and heritage tours by the National Historical Commission of the Philippines. There were also several exhibits, lectures, and workshops conducted nationwide by the NCCA and its attached cultural agencies and partner organizations.

One of the exhibits highlighted during the celebration was *“Mga Selyong Pamana”* organized by the Philippine Postal Corporation (Philpost), which featured special Philippine stamps depicting Filipino culture, traditions, and great Filipinos.

The NCCA, in partnership with the Filipino Heritage Festival Inc., also organized a youth forum where heritage conservation and protection and its importance are tackled by culture advocates. The youth fora were conducted in Aklan; Cagayan, Tuguegarao; Cabanatuan, Nueva Ecija; Davao City; Tabuk City, Kalinga; and Taguig City. It was attended by Sangguniang Kabataan Chairpersons and Kagawads, students, and youth pastoral council members from the aforementioned cities. There were also youth camps such as the *Angat Kabataan*

Camp 2018 where participants were educated on history and practices of cultural communities and religions in the country through a tour of different cultural sites.

Coinciding with the NHM 2018 and International Museum Day celebration was the opening of the much-awaited National Museum of Natural History last May 18. Housed in a neoclassical building in the Rizal Park area established in the 1930s, this new museum features the Philippines’ rich flora and fauna, including the remains of Lolong, once the world’s largest crocodile in captivity.

Photo credit: All photos are property of the National Commission for Culture and the Arts. The Civil Service Reporter would like to thank the NCCA and its pool of photographers—Joelah Solis, Nicole Carla Cruz, Jeremy Chan, and Leon Pangilinan, for allowing the use of the photos.





GREEN ACTIONS

GREEN NATION

*“It’s not who you are underneath,
it’s what you do that defines you.”*

Think about that for a moment.

Isn’t this Batman movie quote a tinkling bell of self-awareness? After letting that sink in, you may find yourself in retrospect of your deeds, and see how these threads of actions weave themselves together to make a portrait of yourself. If you would take a look at it now, what do you see?

In a fast-paced world we’re living in today, this timeless reminder is exactly what we need. We need to take a step back, pause, and regain our senses amid everything that turns us into autopilot mode—unmindful citizens and consumers. We should give ourselves some time to examine our current habits, lifestyle, and actions and realize how all these reflect our deepest beliefs, values, morale, and ethics—they define who we are, not just as individuals, but at large, as a community and as a nation.

There’s truth in the saying that action speaks louder than words. Even the best intentions, if not carried out into actions, mean nothing.



In this CS Reporter issue, in light of the Earth Month observation in April and the Environment Month in June, the Civil Service Commission hopes to inspire its readers by featuring a public servant who has taken mindful steps to unmask her green soul by intentionally acting on environmental issues. This special feature attempts to break down green living into achievable action steps that any ordinary person can do to help our nation, our planet.

Read on and be inspired.

From climbing and diving, to payaking

Travelling must have taken her too far.

“It was just in 2014 when I started to love travelling. With my monthly hikes, I saw with my own eyes the extent of how much we damage Mother Earth directly and indirectly.”

This was how Mushi described her waking stage that led her to the path of environmentalism.

Michelle Arianne “Mushi” Manza is a public servant who works for the Freedom of Information Project Management Office under the Presidential Communications Operations Office. As ordinary as she may seem given that short profile of a government employee, Mushi possesses an extraordinary vision for Mother Nature.

Following her love for the mountains is her passion for the ocean.

Diving

“Come 2016, I started to learn how to freedive, only as a way to overcome my fear of the ocean. But when you get to experience the totally different world of underwater, the passion to preserve it comes naturally. Also, remember that famous campaign jingle with the line, “nakaligo ka na ba sa dagat ng basura?”—it’s not an exaggeration,” she said.

Mushi was among other freedivers who launched NymPh last March 2017. NymPh is a non-profit organization composed of freedivers whose aim is to help keep the ocean safe for all through conducting cleanups, promoting proper waste disposal and plastic use reduction, and organizing and participating in dive events promoting responsible and sustainable tourism.

“We started with Masasa Beach, Tingloy, Batangas and now we are focused on Matabungkay Beach, Lian, Batangas. The long-term goal is two-pronged: to instill within coastal communities and local governments the consciousness of being responsible for their own localities; and to encourage tourists to travel responsibly.”

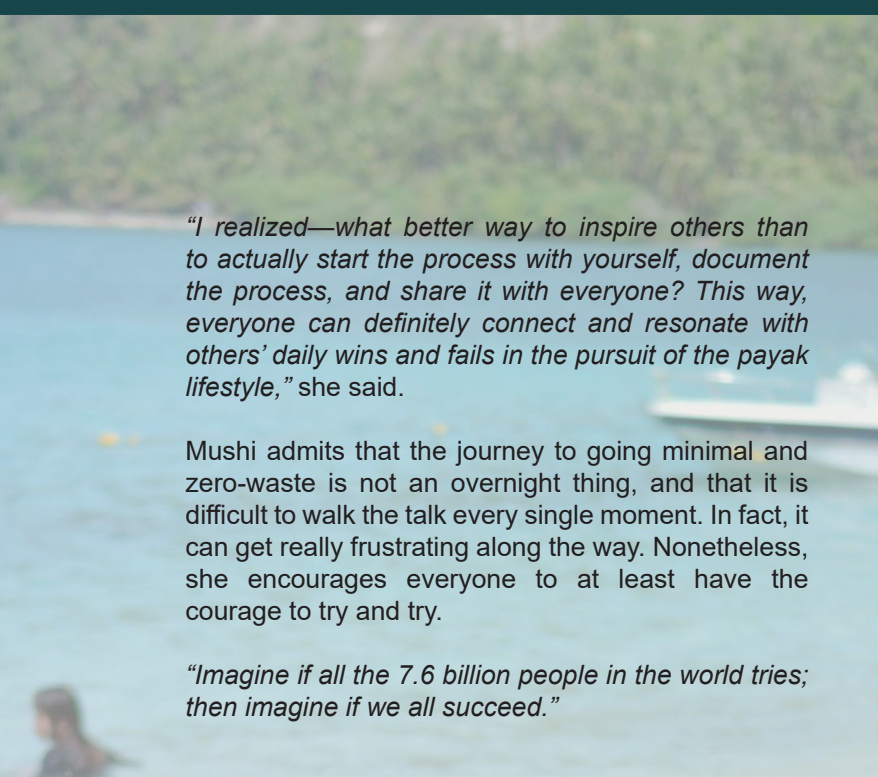


Payaking

Inspired by the many things an individual can do to save the environment, Mushi advanced her advocacy further by focusing on responsible consumerism and promoting a payak (simple) lifestyle. She co-founded Payak which was launched on Facebook last April 2018.

“Payak is an avenue where people are encouraged to document and share their daily pursuit of the payak lifestyle. The page ultimately aims to inspire people to embrace this lifestyle by adopting alternative habits and products to help them pursue a zero-waste and minimalist life,” she explained.

If you ever wonder what triggered her to pursue such a lifestyle, you might want to start reading or watching materials about minimalism now, like what Mushi did, and see where it will lead you.



“I realized—what better way to inspire others than to actually start the process with yourself, document the process, and share it with everyone? This way, everyone can definitely connect and resonate with others’ daily wins and fails in the pursuit of the payak lifestyle,” she said.

Mushi admits that the journey to going minimal and zero-waste is not an overnight thing, and that it is difficult to walk the talk every single moment. In fact, it can get really frustrating along the way. Nonetheless, she encourages everyone to at least have the courage to try and try.

“Imagine if all the 7.6 billion people in the world tries; then imagine if we all succeed.”

Greening the workplace

“Refuse single use plastics in the office and minimize wastes,” Mushi said.

As simple as it may seem, these tasks demand a serious discipline day in and day out. These entail bringing your baunan when buying food from your office’s canteen, refusing to use plastic spoons and forks, bottled water, and the like.

Mushi said that she never tried to convince her colleagues and supervisors to do the same. But over a month, she started seeing things happen—things like:

“My colleague bringing her baunan to the karinderya; isang plastic na lang para sa dalawang tortang talong; my colleague tagging me in an IG-story showing that she’s refusing to put her grocery in a plastic bag, and captioned it ‘payak-ing’. My colleagues asking me to sell their pre-loved clothes and other purged stuff to promote sustainable fashion; the use of ‘doon tayo sa payak’ as a day-to-day line to remind us to always choose payak over other options, if there are; and my boss introducing me in workshops as a freediver who cleans beaches, and asking me (just recently) to initiate a paper recycling program in our office,” she shared.

Mushi believes that while being a public servant can give you broader opportunities to network for your advocacy, being an environmental ambassador is something that even people from the private sector can do. Anyone has the potential to be an environmentalist, she said.

“Being an advocate should not be a sideline, hindi siya part-time work. It’s not something you wear after your 8-to-5 day job. It’s something you wear on your sleeves all the time.”



DEFINING A PUBLIC SERVICE BRAND THROUGH CORE VALUES



What makes the world's top corporations so successful is their ability to elicit recall, even with just the prompt of an image, a familiar tune, or a tagline. Nike has long been associated with a check mark, and Twitter with a blue-colored bird. Even if Nokia mobile phones are no longer popular, many people would still recognize the image of two hands reaching out to each other.

Besides using images and sounds, there are other ways to build brand awareness. A brand can also manifest through an organization's collective values. To establish recall, these values should be shared throughout the organization and consistently manifested across all points of interaction with customers or stakeholders.

One of the core values espoused by Jollibee Foods Corporation is "spirit of family and fun". In its website, the company states: "We want everyone who interacts with us to be happy and to share the joy with those they love." With the way their restaurant personnel greet customers and even in the distinct smile of the red bee, the company is able to exude that fun character that Filipinos have loved for years.

But for institutions as large as the Philippine Government with almost 2 million employees nationwide, promoting

a unified set of core values can prove to be difficult. Adamant to take on the challenge, the Civil Service Commission (CSC) introduced the Public Service Values Program (PSVP).

The program aims to enable government officials and employees to deliver excellent public service through citizen focus and integrity, to exemplify organizational values, and to personify the norms of conduct.

The PSVP consists of three types of learning sessions: the one-day *Pamunuan ng mga Lingkod Bayani* for top management (Directors IV and up); the two-day *Kulturang Lingkod Bayani* for Directors III, Directors II, Division Chiefs, and Human Resource Management Officers; and the one-day *Bawat Kawani Lingkod Bayani* targeted at employees below the level of Division Chief.

The program revolves around four (4) Public Service Values: Patriotism or *Pagiging Makabayan*, Integrity or *Pagiging Matapat*, Excellence or *Pagiging Mahusay*, and Spirituality or *Pagiging Maka-Diyos*.

By promoting these values, the CSC hopes that they would be translated into the day-to-day behavior of public servants and deeply embedded into organizational culture, eventually transforming the citizens' perception of the government and the people working in it.

THE FOUR PUBLIC SECTOR VALUES

Patriotism refers to love of country and willingness to sacrifice for the country and fellow countrymen. A public servant can exemplify patriotism by observing the country's laws, buying and promoting Filipino products and services, or inspiring others to take pride in being a Filipino.

It can be considered as an encompassing virtue that can translate to excellence and integrity at work. For example, a patriotic civil servant can be someone who understands the impact of his/her work on the lives of others and willingly gives up personal time to finish his/her tasks.

Integrity refers to consistently adhering to strong moral and ethical principles, whether alone or in public. It can be seen in the government employee who prudently uses time and resources at work, refrains from accepting bribes, avoids activities that pose a conflict of interest, or reports any irregularity or anomaly to proper authorities.

Integrity goes hand in hand with accountability in ensuring trust between the government and the public. Many countries, including the Philippines, have strengthened measures to make government affairs as transparent as possible, as it is widely believed that transparency leads to greater accountability.

President Rodrigo Roa Duterte signed Executive Order No. 2, s. 2016 on Freedom of Information or FOI, which allows "access to information, official records, public records and to documents and papers pertaining to official acts, transactions or decisions, as well as to government research data used as basis for policy development", subject to exemptions provided for in the Constitution, existing law or jurisprudence.

Agencies are also required to maintain a Transparency Seal on their official websites. It should contain the agency's mandate and functions, names of officials and contact information, annual reports, approved budgets, and annual procurement plans and awarded contracts, among others.

Excellence refers to discharging one's duty with the highest degree of professionalism and superior work standard. It may involve satisfying client needs and expectations, and ensuring quality work and services. Excellence can also mean aiming for continual improvement, whether by building one's knowledge and capabilities or by reviewing work systems and processes to increase productivity.

Agencies use the Strategic Performance Management System (SPMS) as a tool to plan, monitor, assess, and improve work performance. Under the SPMS, organizational priorities and targets are cascaded down to the office level, and further down to the level of the employees. Guided by this premise, supervisors and employees jointly craft success indicators which become the basis for performance evaluation. A distinct feature of the system is the use of coaching and mentoring as an intervention to improve team performance, and to manage and develop individual potentials.

Lastly, spirituality refers to manifesting belief, love, and faith on a higher being. Civil servants can express spirituality not only through religious practices such as prayer and worship, but also by living by certain values such as fostering harmonious relationships, seeking and bestowing forgiveness, and caring for others. With this value, civil servants are expected to be models of good behavior, not only while performing their duties but also when dealing with people in the community.

PUBLIC SERVICE BRAND

Like major corporations, the government can build a public service brand, a common identity which it can be distinctively known for, through civil servants espousing and constantly manifesting the values of patriotism, integrity, excellence, and spirituality. This brand also conveys a promise that the government would continually strive to meet the public's needs and expectations. As trust in the public sector comes more into question, implementing measures to encourage the adoption of public sector values becomes more imperative.

Interested to learn more about the Public Service Values Program? Please contact the Civil Service Institute at tel. no. (02) 931-4182 or via email at csi.leadership@csc.gov.ph or 2018publicservicevalues@gmail.com.

EODB-EGSD ACT OF 2018 (REPUBLIC ACT NO. 11032)

An Act Promoting Ease of Doing Business and Efficient Government Service Delivery, Amending for the Purpose Republic Act No. 9485 Otherwise Known as the Anti-Red Tape Act of 2007, and for Other Purposes

Be it enacted by the Senate of the Philippines and House of Representatives of the Philippines in Congress assembled:

SECTION 1. Section 1 Republic Act No. 9485, otherwise known as the "Anti-Red Tape Act of 2007", is hereby amended as follows:

"SECTION 1. **Short Title.** – This Act shall be known as the Ease of Doing Business and Efficient Government Service Delivery Act of 2018."

SEC. 2. Section 2 of the same Act is hereby amended as follows:

"SEC. 2. **Declaration of Policy.** – It is hereby declared that the policy of the State to promote integrity, accountability, proper management of public affairs and public property as well as to establish effective practices, aimed at efficient turnaround of the delivery of government services and the prevention of graft and corruption in the government. Towards this end, the State shall maintain honesty and responsibility among its public officials and employees, and shall take appropriate measures to promote transparency in each agency with regard to the manner of transacting with the public, which shall encompass a program for the adoption of simplified requirements and procedures that will reduce red tape and expedite business and nonbusiness related transactions in government."

SEC. 3. Section 3 of the same Act is hereby amended to read as follows:

"SEC. 3. **Coverage.** – This Act shall apply to all government offices and agencies including local government units (LGUs), government-owned or controlled corporations and other government instrumentalities, whether located in the Philippines or abroad, that provide services covering business and nonbusiness related transactions as defined in this Act".

SEC. 4. Section 4 of the same Act is hereby amended as follows:

"SEC. 4. **Definition of Terms.**— As used in this Act, the following terms are defined as follows:

- "(a) Action — refers to the written approval or disapproval made by a government office or agency on the application or request submitted by an applicant or requesting party for processing;
- "(b) Business One Stop Shop (BOSS) — a single common site or location, or a single online website or portal designated for the Business Permits and Licensing System (BPLS) of an LGU to receive and process applications, receive payments, and issue approved licenses, clearances, permits, or authorizations;
- "(c) Business-related transactions — a set of regulatory requirements that a business entity must comply with to engage, operate or continue to operate a business, such as, but not limited to, collection or preparation of a number of documents, submission to national and local government authorities, approval of application submitted, and receipt of a formal certificate or certificates, permits, licenses which include primary and secondary, clearances and such similar authorization or documents which confer eligibility to operate or continue to operate as a legitimate business;

"(d) Complex transactions — applications or requests submitted by applicants or requesting parties of a government office which necessitate evaluation in the resolution of complicated issues by an officer or employee of said government office, such transactions to be determined by the office concerned;

"(e) Fixer — any individual whether or not officially involved in the operation of a government office or agency who has access to people working therein, and whether or not in collusion with them, facilitates speedy completion of transactions for pecuniary gain or any other advantage or consideration;

"(f) Government service — the process or transaction between applicants or requesting parties and government offices or agencies involving applications for any privilege, right, reward, license, clearance, permit or authorization, concession, or for any modification, renewal or extension of the enumerated applications or requests which are acted upon in the ordinary course of business of the agency or office concerned;

"(g) Highly technical application — an application which requires the use of technical knowledge, specialized skills and/or training in the processing and/or evaluation thereof;

"(h) Nonbusiness transactions — all other government transactions not falling under Section 4 (c) of this Act;

"(i) Officer or employee — a person employed in a government office or agency required to perform specific duties and responsibilities related to the application or request submitted by an applicant or requesting party for processing;

"(j) Processing time — the time consumed by an LGU or national government agency (NGA) from the receipt of an application or request with complete requirements, accompanying documents and payment of fees to the issuance of certification or such similar documents approving or disapproving an application or request;

"(k) Red tape — any regulation, rule, or administrative procedure or system that is ineffective or detrimental in achieving its intended objectives and, as a result, produces slow, suboptimal, and undesirable social outcomes;

"(l) Regulation — any legal instrument that gives effect to a government policy intervention and includes licensing, imposing information obligation, compliance to standards or payment of any form of fee, levy, charge or any other statutory and regulatory requirements necessary to carry out activity; and

"(m) Simple transactions — applications or requests submitted by applicants or requesting parties of a government office or agency which only require ministerial actions on the part of the public officer or employee, or that which present only inconsequential issues for the resolution by an officer or employee of said government office."

Sec. 5. Section 5 of the same Act is hereby amended to read as follows:

"SEC. 5. **Reengineering of Systems and Procedures.** – All offices and agencies which provide government services are hereby mandated to regularly undertake cost compliance analysis, time and motion studies, undergo evaluation and improvement of their transaction systems and procedures and reengineer the same if deemed necessary to reduce bureaucratic red tape and processing time.

"The Anti-Red Tape Authority, created in this Act, shall coordinate with all government offices covered under Section 3 of this Act in the review of existing laws, executive issuances and local ordinances, and recommend the repeal of the same if deemed outdated, redundant, and adds undue regulatory burden to the transacting public.

"All proposed regulations of government agencies under Section 3 of this Act shall undergo regulatory impact assessment to establish if the proposed regulation does not add undue regulatory burden and cost to these agencies and the applicants or requesting parties: Provided, That when necessary, any proposed regulation may undergo pilot implementation to assess regulatory impact.

"Upon effectivity of this Act, all LGUs and NGAs are directed to initiate review of existing policies and operations and commence with the reengineering of their systems and procedures in compliance with the provisions of this Act, pending the approval of the implementing rules and regulations (IRR) thereof."

SEC. 6. Section 6 of the same Act is hereby amended and to read as follows:

"SEC. 6. **Citizen's Charter.** – All government agencies including departments, bureaus, offices, instrumentalities, or government-owned and/or-controlled corporations, or local LGUs shall set up their respective most current and updated service standards to be known as the Citizen's Charter in the form of information billboards which shall be posted at the main entrance of offices or at the most conspicuous place, in their respective websites and in the form of published materials written either in English, Filipino, or in the local dialect, that detail:

"(a) A comprehensive and uniform checklist of requirements for each type of application or request;

"(b) The procedure to obtain a particular service;

"(c) The person/s responsible for each step;

"(d) The maximum time to conclude the process;

"(e) The document/s to be presented by the applicant or requesting party, if necessary;

"(f) The amount of fees, if necessary; and

"(g) The procedure for filing complaints."

SEC. 7. A new Section 7 is hereby inserted after Section 6 of the same Act to read as follows:

"SEC. 7. **Zero-Contact Policy.** – Except during the preliminary assessment of the request and evaluation of sufficiency of submitted requirements, no government officer or employee shall have any contact, in any manner, unless strictly necessary with any requesting party concerning an application or request. Once the Department of Information and Communications Technology (DICT) has completed a web-based software enabled business registration system that is acceptable to the public as mandated by Section 26 of this Act, all transactions shall be coursed through such system. All government agencies including LGUs shall adopt a zero-contact policy."

SEC. 8. Section 7 of the same Act is hereby renumbered as Section 8 to read as follows:

"SEC. 8. **Accountability of Heads of Offices and Agencies.** – The head of the office or agency shall be primarily responsible for the implementation of this Act and shall be held accountable to the public in rendering fast, efficient, convenient and reliable service. All transactions and processes are deemed to have been made with the permission or clearance from the highest authority having jurisdiction over the government office or agency concerned."

SEC. 9. Section 8 of the same Act is hereby amended and renumbered as Section 9 to read as follows:

"SEC. 9. **Accessing Government Services.** – The following shall be adopted by all government offices and agencies:

"(a) Acceptance of Applications or Requests. –

"(1) All officers or employees shall accept written applications, requests, and/or documents being submitted by applicants or requesting parties of the offices or agencies.

"(2) The receiving officer or employee shall perform a preliminary assessment of the application or request submitted with its

supporting documents to ensure a more expeditious action on the application or request. The receiving officer or employee shall immediately inform the applicant or requesting party of any deficiency in the accompanying requirements, which shall be limited to those enumerated in the Citizen's Charter.

"(3) The receiving officer or employee shall assign a unique identification number to an application or request, which shall be the identifying number for all subsequent transactions between the government and the applicant or requesting party regarding such specific application or request.

"(4) The receiving officer or employee shall issue an acknowledgement receipt containing the seal of the agency, the name of the responsible officer or employee, his/her unit and designation, and the date and time of receipt of such application or request.

"(b) Action of Offices. –

"(1) All applications or requests submitted shall be acted upon by the assigned officer or employee within the prescribed processing time stated in the Citizen's Charter which shall not be longer than three (3) working days in the case of simple transactions and seven (7) working days in the case of complex transactions from the date the request and/or complete application or request was received.

"For applications or requests involving activities which pose danger to public health, public safety, public morals, public policy, and highly technical application, the prescribed processing time shall in no case be longer than twenty (20) working days or as determined by the government agency or instrumentality concerned, whichever is shorter.

"The maximum time prescribed above may be extended only once for the same number of days, which shall be indicated in the Citizen's Charter. Prior to the lapse of the processing time, the office or agency concerned shall notify the applicant or requesting party in writing of the reason for the extension and final date of release of the government service/s requested. Such written notification shall be signed by the applicant or requesting party to serve as proof of notice.

"If the application or request for license, clearance, permit, certification or authorization shall require the approval of the local Sangguniang Bayan, Sangguniang Panlungsod, or the Sangguniang Panlalawigan as the case may be, the Sanggunian concerned shall be given a period of forty-five (45) working days to act on the application or request, which can be extended for another twenty (20) working days. If the local Sanggunian concerned has denied the application or request, the reason for the denial, as well as the remedial measures that may be taken by the applicant shall be cited by the concerned Sanggunian.

"In cases where the cause of delay is due to force majeure or natural or man-made disasters, which result to damage or destruction of documents, and/or system failure of the computerized or automatic processing, the prescribed processing times mandated in this Act shall be suspended and appropriate adjustments shall be made.

"(2) No application or request shall be returned to the applicant or requesting party without appropriate action. In case an application or request is disapproved, the officer or employee who rendered the decision shall send a formal notice to the applicant or requesting party within the prescribed processing time, stating therein the reason for the disapproval. A finding by a competent authority of a violation of any or other laws by the applicant or requesting party shall constitute a valid ground for the disapproval of the application or request, without prejudice to other grounds provided in this Act or other pertinent laws.

"(c) Denial of Application or Request for Access to Government Service. – Any denial of application or request for access to government service shall be fully explained in writing, stating the name of the person making the denial and the grounds upon which such denial is based. Any denial of application or request is deemed to have been made with the permission or clearance from the highest authority having jurisdiction over the government office or agency concerned.

"(d) Limitation of Signatories. – The number of signatories in any document shall be limited to a maximum of three (3) signatures which shall

represent officers directly supervising the office or agency concerned: Provided, That in case the authorized signatory is on official business or official leave, an alternate shall be designated as signatory. Electronic signatures or pre-signed license, clearance, permit, certification or authorization with adequate security and control mechanism may be used.

- “(e) Electronic Versions of Licenses, Clearance, Permits, Certifications or Authorizations. - All government agencies covered under Section 3 of this Act shall, when applicable, develop electronic versions of licenses, clearances, permits, certifications or authorizations with the same level of authority as that of the signed hard copy, which may be printed by the applicants or requesting parties in the convenience of their offices.
- “(f) Adoption of Working Schedules to Serve Applicants or Requesting Parties. - Heads of offices and agencies which render government services shall adopt appropriate working schedules to ensure that all applicants or requesting parties who are within their premises prior to the end of official working hours are attended to and served even during lunch break and after regular working hours.
- “(g) Identification Card. - All employees transacting with the public shall be provided with an official identification card which shall be visibly worn during office hours.
- “(h) Establishment of Public Assistance/Complaints Desk. - Each office or agency shall establish a public assistance/complaints desk in all their offices.”

Sec. 10. Section 9 of the same Act is hereby amended and renumbered as Section 10 to read as follows:

“SEC. 10. **Automatic Approval or Automatic Extension of License, Clearance, Permit, Certification or Authorization.** - If a government office or agency fails to approve or disapprove an original application or request for issuance of license, clearance, permit, certification or authorization within the prescribed processing time, said application or request shall be deemed approved: Provided, That all required documents have been submitted and all required fees and charges have been paid. The acknowledgement receipt together with the official receipt for payment of all required fees issued to the applicant or requesting party shall be enough proof or has the same force and effect of a license, clearance, permit, certification or authorization under this automatic approval mechanism.

“If a government office or agency fails to act on an application or request for renewal of a license, clearance, permit, certification or authorization subject for renewal within the prescribed processing time, said permit, license, clearance, certification or authorization shall automatically be extended: Provided, That the Authority, in coordination with Civil Service Commission (CSC), Department of Trade and Industry (DTI), Securities and Exchange Commission (SEC), Department of Interior and Local Government (DILG) and other agencies which shall formulate the IRR of this Act, shall provide a listing of simple, complex, highly technical applications, and activities which pose danger to public health, public safety, public morals or to public policy.”

SEC. 11. New sections to be numbered as Sections 11, 12, 13, 14, 15, 16, 17, 18 and 19 are hereby inserted after Section 9 of the same Act, to read as follows:

“SEC. 11. **Streamlined Procedures for the Issuance of Local Business Licenses, Clearances, Permits, Certification or Authorizations.** - LGUs are mandated to implement the following revised guidelines in the issuance of business licenses, clearances, permits, certifications or authorizations:

- “(a) A single or unified business application form shall be used in processing new applications for business permits and business renewals which consolidates all the information of the applicant or requesting party by various local government departments, such as, but not limited to, the local taxes and clearances, building clearance, sanitary permit, zoning clearance, and other specific local LGU requirements, as the case may be, including the fire clearance from the Bureau of Fire Protection (BFP). The unified form shall be made available online using technology-neutral platforms such as, but not limited to, the central business portal or the city/municipality’s website and various channels for dissemination. Hard copies of the unified forms shall likewise be made available at all times in designated areas of the concerned office and/or agency.

- “(b) A one-stop business facilitation service, hereinafter referred to as the business one stop shop, (BOSS) for the city/municipality’s business permitting and licensing system to receive and process manual and/or electronic submission of application for license, clearance, permit, certification or authorization shall be established within the cities/municipalities’ Negosyo Center as provided for under Republic Act No. 10644, otherwise known as the “Go Negosyo Act”. There shall be a queuing mechanism in the BOSS to better manage the flow of applications among the LGUs’ departments receiving and processing applications. LGUs shall implement colocation of the offices of the treasury, business permits and licensing office, zoning office, including the BFP, and other relevant city/municipality offices/departments, among others, engaged in starting a business, dealing with construction permits.

- “(c) Cities/Municipalities are mandated to automate their business permitting and licensing system or set up an electronic BOSS within a period of three (3) years upon the effectivity of this Act for a more efficient business registration processes. Cities/Municipalities with electronic BOSS shall develop electronic versions of licenses, clearances, permits, certifications or authorizations with the same level of authority, which may be printed by businesses in the convenience of their offices. The DICT shall make available to LGUs the software for the computerization of the business permit and licensing system. The DICT, DTI, and DILG, shall provide technical assistance in the planning and implementation of a computerized or software-enabled business permitting and licensing system.

- “(d) To lessen the transaction requirements, other local clearances such as, but not limited to, sanitary permits, environmental and agricultural clearances shall be issued together with the business permit.

- “(e) Business permits shall be valid for a period of one (1) year. The city/municipality may have the option to renew business permits within the first month of the year or on the anniversary date of the issuance of the business permit.

- “(f) Barangay clearances and permits related to doing business shall be applied, issued, and collected at the city/municipality in accordance with the prescribed processing time of this Act: Provided, That the share in the collections shall be remitted to the respective barangays.

“The pertinent provisions of Republic Act No. 7160, otherwise known as “The Local Government Code of 1991”, specifically Article IV, Section 152(c) is hereby amended accordingly.”

“SEC. 12. **Streamlined Procedures for Securing Fire Safety Evaluation Clearance (FSEC), Fire Safety Inspection Certificate (FSIC), and Certification of Fire Incidents for Fire Insurance.** - For the issuance of FSEC, FSIC, and certification of fire incidents, the following shall be adopted to make business permitting more efficient:

- “(a) Issuance of FSEC and FSIC shall in no case be longer than seven (7) working days;

- “(b) For new business permit application, the FSIC already issued during the occupancy permit stage shall be sufficient as basis for the issuance of the FSIC for a business entity as a requirement for the business permit;

- “(c) For renewal of business permit, the BFP shall, within three (3) working days from application, present the FSIC to the city/municipality, either thru the copy of the FSIC or the negative/positive list: Provided, That the business entity shall inform the BFP and submit the necessary documentary requirements if renovations, modifications or any form of alterations are made to the original building structure thirty (30) working days before the expiration of the business permit;

- “(d) If the BFP fails to furnish the city/municipality with an FSIC or to inform the same through the negative/positive list within three working days (3) days from the application of business renewal, the business entity shall be deemed to have a temporary valid FSIC and, therefore, shall serve as the basis for the automatic renewal of the business permit;

- “(e) Issuance of the certification of fire incident for fire insurance purposes shall in no case be longer than twenty (20) working days, and may be extended only once for another twenty (20) working days;

- “(f) The BFP or any of its officials or employees shall not sell, offer to sell, or recommend specific brands of fire extinguishers and other fire safety

equipment to any applicant or requesting party or business entity. Any violation thereof shall be punishable by imprisonment of one (1) year to six (6) years and a penalty of not less than Five hundred thousand pesos (P500,000.00), but not more than Two million pesos (P2,000,000.00);

“(g) The BFP shall colocate with the BOSS or in an appropriate area designated by the city/municipality within its premises to assess and collect the fire safety inspection fees;

“(h) The BFP may enter into agreements with cities/municipalities, allowing the latter to be deputized as assessors and/or collecting agents for the fire safety inspection fees; and

“(i) The BFP shall develop and adopt an online or electronic mechanism in assessing fees, collecting/accepting payments and sharing/exchange of other relevant data on business permit processing.

“The pertinent provisions of Republic Act No. 9514, otherwise known as “The Revised Fire Code of the Philippines of 2008”, are hereby amended accordingly.”

“SEC. 13. **Central Business Portal (CBP)**. – To eliminate bureaucratic red tape, avert graft and corrupt practices and to promote transparency and sustain ease of doing business, the DICT shall be primarily responsible in establishing, operating and maintaining a CBP or other similar technology, as the DICT may prescribe.

“The CBP shall serve as a central system to receive applications and capture application data involving business-related transactions, including primary and secondary licenses, and business clearances, permits, certifications or authorizations issued by the LGUS: Provided, That the CBP may also provide links to the online registration or application systems established by NGAs.

“The DICT, upon consultation with the National Privacy Commission (NPC), NGAs and LGUs shall issue rules and guidelines on the following: (a) the establishment, operation and maintenance of the central business portal; and (b) the use of electronic signatures.

“The DICT is hereby mandated to implement an Interconnectivity Infrastructure Development Program for interconnectivity between and among NGAs and LGUs.

“The DICT, in coordination with other concerned NGAs and LGUs, shall also conduct information dissemination campaigns aimed towards raising public awareness on the existence of the CBP and the improved access to and effective utilization of the program.”

“SEC. 14. **Philippine Business Databank (PBD)**. – Within a period of one (1) year from the effectivity of this Act, the DICT, in coordination with the concerned agencies, shall establish, manage and maintain a PBD which shall provide the concerned NGAs and LGUs access to data and information of registered business entities for purposes of verifying the validity, existence of and other relevant information pertaining to business entities. All concerned NGAs and LGUs shall either link their own database with the system or periodically submit to the system updates relevant to the information registered with them.

“The DICT, in consultation with the DTI, SEC, Cooperative Development Authority (CDA), NPC, DILG, LGUs, and other concerned agencies, shall issue the IRR on the development, management, operation and maintenance of the PBD within three (3) months from the effectivity of this Act.

“Documents already submitted by an applicant or requesting party to an agency which has access to the PBD shall no longer be required by other NGAs and LGUs having the same access. Documents or information shall be crosschecked and retrieved in PBD.

“At the local government level, the city or municipal business process and licensing office shall not require the same documents already provided by an applicant or requesting party to the local government departments in connection with other business-related licenses, clearances, permits, certification or authorizations such as, but not limited to, tax clearance, occupancy permit and barangay clearance.”

“SEC. 15. **Interconnectivity Infrastructure Development**. – In order to expedite the processing of licenses, clearances, permits, certifications or authorizations, the Authority, together with the DICT, shall develop a fast and reliable interconnectivity infrastructure. In relation to this, the processing and approval of licenses, clearances, permits, certifications or authorizations for the installation and operation of telecommunication, broadcast towers, facilities, equipment and service shall be:

“(a) a total of seven (7) working days for those issued by the barangay;

“(b) a total of seven (7) working days for those issued by LGUs; and

“(c) seven (7) working days for those issued by NGAs.

“If the granting authority fails to approve or disapprove an application for a license, clearance, permit, certification or authorization within the prescribed processing time, said application shall be deemed approved: Provided, That when the approval of the appropriate local legislative body is necessary, a nonextendible period of twenty (20) working days is hereby prescribed.

“For homeowners and other community clearances, the officers of the homeowner’s association shall be given ten (10) working days to refer the application to the members of the association pursuant to Section 10(k) of Republic Act No. 9904 otherwise known as the “Magna Carta for Homeowners and Homeowners Associations”: Provided, That a nonextendible period of thirty (30) working days is granted the homeowners association to give its consent or disapproval: Provided, further, That in case of disapproval, the granting authority shall notify the applicant or requesting party within the prescribed period of the reason/s for disapproval as well as remedial measures that may be taken by the applicant or requesting party.

“Within three (3) months upon the approval of the IRR of this Act, the Authority, in coordination with the DICT, shall review and recommend the repeal of outdated, redundant and unnecessary licenses, clearances, permits, certifications or authorizations being required by NGAs, LGUs, and private entities.”

“SEC. 16. **Anti-Red Tape Unit in the Civil Service Commission (CSC)**. –The CSC shall maintain an anti-red tape unit in its central and all its regional offices, utilize Report Card Survey findings for purposive and integrated government-wide human resource systems and programs toward efficient delivery of government service as contemplated in this Act; and receive, review, hear, and decide on complaints on erring government employees and officials and noncompliance with the provisions of this Act”.

“SEC. 17. **Anti-Red Tape Authority**. – To ensure the attainment of the objectives of this Act, there is hereby created the Anti-Red Tape Authority, herein referred to as the Authority, which shall be organized within six (6) months after the effectivity of this Act. The Authority shall be attached to the Office of the President.

“The Authority shall have the following powers and functions:

“(a) Implement and oversee a national policy on anti-red tape and ease of doing business;

“(b) Implement various ease of doing business and anti-red tape reform initiatives aimed at improving the ranking of the Philippines;

“(c) Monitor and evaluate the compliance of agencies covered under Section 3 of this Act, and issue notice of warning to erring and/or noncomplying government employees or officials;

“(d) Initiate investigation, motu proprio or upon receipt of a complaint, refer the same to the appropriate agency, or file cases for violations of this Act;

“(e) Assist complainants in filing necessary cases with the CSC, the Ombudsman and other appropriate courts, as the case may be;

“(f) Recommend policies, processes and systems to improve regulatory management to increase the productivity, efficiency, and effectiveness of business permitting and licensing agencies; “(g) Review proposed major regulations of government agencies, using submitted regulatory impact assessments, subject to proportionality rules to be determined by the Authority;

“(h) Conduct regulatory management training programs to capacitate NGAs and LGUs to comply with sound regulatory management practices;

“(i) Prepare, in consultation with the appropriate agencies, regulatory management manuals for all government agencies and/or instrumentalities and LGUs;

“(j) Provide technical assistance and advisory opinions in the review of proposed national or local legislation, regulations or procedures;

“(k) Ensure the dissemination of and public access to information on regulatory management system and changes in laws and regulations relevant to the public by establishing the Philippine Business Regulations Information system;

“(l) Enlist the assistance of the CSC, DTI and other government agencies in the implementation of its powers and functions provided for in this Act; and

"(m) Perform such acts as may be necessary to attain the objectives of this Act."

"SEC. 18. **Composition of the Authority.** – The Authority shall be headed by a Director General to be appointed by the President of the Philippines upon effectivity of this Act, and such appointment shall be coterminous with the tenure of the President of the Philippines. The Director General shall enjoy the benefits, privileges, and emoluments equivalent to the rank of Secretary.

"The Director General shall oversee the day-to-day operations of the Authority. He/She shall be assisted by three (3) Deputy Directors General each for legal, operations and administration, and finance: Provided, That they are career officials as defined in existing laws, rules and regulations. The Deputy Directors General shall enjoy the benefits, privileges, and emoluments equivalent to the rank of Undersecretary and shall likewise be appointed by the President of the Philippines.

"The Director General of the Authority, in consultation with CSC, DTI and the Department of Budget and Management (DBM), shall determine the organizational structures including regional or field offices, qualification standards, staffing pattern and compensation of the newly created Authority in accordance with existing laws, rules and regulations: Provided, That in the absence of regional or field offices, the Authority may deputize the regional personnel of the DTI to perform its powers and functions".

"SEC. 19. **Ease of Doing Business and Anti-Red Tape Advisory Council.** – There is hereby created an Ease of Doing Business and Anti-Red Tape Advisory Council, herein referred to as the Council. It shall be composed of the Secretary of the DTI as Chairperson, the Director General of the Authority as Vice-Chairperson, the Secretaries of the DICT, DILG and Department of Finance (DOF), and two (2) representatives from the private sector as members. The department secretaries may designate their representatives, who shall sit in a permanent capacity, with no less than Undersecretary in rank, and their acts shall be considered the acts of their principals. The private sector representatives shall be appointed by the President of the Philippines for a term of three (3) years, and may be reappointed only once, from the nominees submitted by reputable business groups or associations.

"The Council shall be the policy and advisory body to the Authority. The Council shall formulate policies and programs that will continuously enhance and improve the country's competitiveness and ease of doing business. Towards this end, the Council shall have the following powers and functions:

- "(a) Plan, draft and propose a national policy on ease of doing business and anti-red tape;
- "(b) Recommend policies, processes and systems to improve regulatory management to increase the productivity, efficiency, and effectiveness of permitting and licensing agencies;
- "(c) Design and identify systems that will continuously enhance and improve the delivery of services in government and ease of doing business in the country;
- "(d) Authorize the creation or appointment of specific working groups or taskforces in aid of the implementation of this Act;
- "(e) Propose legislation, amendments or modifications to Philippine laws related to anti-red tape and ease of doing business;
- "(f) Periodically review and assess the country's competitiveness performance, challenges, and issues;
- "(g) Provide technical assistance and advisory opinions in the review of proposed national or local legislation, regulations, or procedures;
- "(h) Recommend to the Authority the issuance of the appropriate measures to promote transparency and efficiency in business practices and delivery of services in government; and
- "(i) Perform such other functions as may be necessary or as may be directed by the President for the successful implementation to attain the objectives of this Act.

"The Authority shall serve as Secretariat to the Council to be headed by its Deputy Director General for Operations.

"The National Competitiveness Council (NCC), created under Executive Order No. 44, Series of 2011, shall be renamed and reorganized as the Council. The pertinent provisions under the following presidential orders: Executive Order No. 571, Executive Order No. 44, and Administrative Order No. 38 are hereby repealed accordingly."

SEC. 12. Section 10 of the same Act is hereby amended and renumbered as Section 20 to read as follows:

"SEC. 20. **Report Card Survey.** – All offices and agencies providing government services shall be subjected to a Report Card Survey to be initiated by the Authority, in coordination with the CSC, and the Philippine Statistics Authority (PSA), which shall be used to obtain feedback on how provisions in the Citizen's Charter and the provisions of this Act are being followed and how the agency is performing.

"The Report Card Survey shall also be used to obtain information and/or estimates of hidden costs incurred by applicants or requesting parties to access government services which may include, but is not limited to, bribes and payment to fixers. The result of the survey shall also become basis for the grant of awards, recognition and/or incentives for excellent delivery of services in all government agencies.

"A feedback mechanism shall be established in all agencies covered by this Act and the results thereof shall be incorporated in their annual report."

SEC. 13. Sections 11 and 12 of the same Act are hereby deleted, and replaced with new sections to be numbered as Sections 21 and 22, to read as follows:

"SEC. 21. **Violations and Persons Liable.** – Any person who performs or cause the performance of the following acts shall be liable:

- "(a) Refusal to accept application or request with complete requirements being submitted by an applicant or requesting party without due cause;
- "(b) Imposition of additional requirements other than those listed in the Citizen's Charter;
- "(c) Imposition of additional costs not reflected in the Citizen's Charter;
- "(d) Failure to give the applicant or requesting party a written notice on the disapproval of an application or request;
- "(e) Failure to render government services within the prescribed processing time on any application or request without due cause;
- "(f) Failure to attend to applicants or requesting parties who are within the premises of the office or agency concerned prior to the end of official working hours and during lunch break;
- "(g) Failure or refusal to issue official receipts; and
- "(h) Fixing and/or collusion with fixers in consideration of economic and/or other gain or advantage."

"SEC. 22. **Penalties and Liabilities.** – Any violations of the preceding actions will warrant the following penalties and liabilities.

- "(a) First Offense: Administrative liability with six (6) months suspension: Provided, however, That in the case of fixing and/or collusion with fixers under Section 21(h), the penalty and liability under Section 22(b) of this Act shall apply.
- "(b) Second Offense: Administrative liability and criminal liability of dismissal from the service, perpetual disqualification from holding public office and forfeiture of retirement benefits and imprisonment of one (1) year to six (6) years with a fine of not less than Five hundred thousand pesos (P500,000.00) but not more than Two million pesos (P2,000,000.00).

"Criminal liability shall also be incurred through the commission of bribery, extortion, or when the violation was done deliberately and maliciously to solicit favor in cash or in kind. In such cases, the pertinent provisions of the Revised Penal Code and other special laws shall apply."

SEC. 14. Section 13 of the same Act is hereby renumbered as Section 23 to read as follows:

"SEC. 23. **Civil and Criminal Liability, Not Barred.** – The finding of administrative liability under this Act shall not be a bar to the filing of criminal, civil or other related charges under existing laws arising from the same act or omission as herein enumerated."

SEC. 15. Section 14 of the same Act is hereby amended and renumbered as Section 24 to read as follows:

"SEC. 24. **Administrative Jurisdiction.** – The administrative jurisdiction on any violation of the provisions of this Act shall be vested in either the CSC, or the Office of the Ombudsman as determined by appropriate laws and issuances."

SEC. 16. Section 15 of the same Act is hereby renumbered as Section 25, and all succeeding sections of the same Act are hereby deleted.

“SEC. 25. Immunity; Discharge of Co-Respondent/Accused to be a Witness. – Any public official or employee or any person having been charged with another offense under this Act and who voluntarily gives information pertaining to an investigation or willingly testifies therefore, shall be exempt from prosecution in the case/s where his/her information and testimony are given. The discharge may be granted and directed by the investigating body for court upon the application or petition of any of the respondent/accused-informant and before the termination of the investigation: Provided, That:

- “(a) There is absolute necessity for the testimony of the respondent/accused-informant whose discharge is requested;
- “(b) There is no other direct evidence available for the proper prosecution of the offense committed, except the testimony of said respondent/accused-informant;
- “(c) The testimony of said respondent/accused-informant can be substantially corroborated in its material points;
- “(d) The respondent/accused-informant has not been previously convicted of a crime involving moral turpitude; and
- “(e) Said respondent/accused-informant does not appear to be the most guilty.

“Evidence adduced in support of the discharge shall automatically form part of the records of the investigation. Should the investigating body or court deny the motion or request for discharge as a witness, his/her sworn statement shall be inadmissible as evidence.”

SEC. 17. New sections to be numbered as Section 26, 27, 28, 29, 30, 31, 32 and 33 are hereby inserted after Section 15 of the same Act to read as follows:

“SEC. 26. Transition from Manual to Software-Enabled Business-Related Transactions. – The DICT, in coordination with other concerned agencies, shall within three (3) years after the effectivity of this Act, automate business-related transactions by developing the necessary software and technology-neutral platforms and secure infrastructure that is webbased and accessible to the public.

The DICT shall ensure that all municipalities and provinces classified as third (3rd), fourth (4th), fifth (5th) and sixth (6th) class are provided with appropriate equipment and connectivity, information and communications technology platform, training and capability building to ensure the LGUs compliance with this Act”.

“SEC. 27. Transitory Provisions –

- “(a) The Director General of the Authority, in consultation with the DTI shall determine the organizational structure and personnel complement of the Authority. To ensure continued implementation of ease of doing business and anti-red tape reforms, the teams or units involved in regulatory improvement and/or ease of doing business-related programs of the DTI-Competitiveness Bureau shall serve as temporary secretariat of the Authority until such time that its organizational structure and personnel complement have been determined and filled up: Provided, That the staff of the DTI-Competitiveness Bureau shall have the option to be absorbed or transferred laterally to the Authority without diminution of their rank, position, salaries and other emoluments once the staffing pattern and plantilla position of the Authority has been approved.
- “(b) All regulatory management programs and anti-red tape initiatives across government agencies shall be gathered by the Authority. The DTI, CDA, NCC, DOF, Development Academy of the Philippines (DAP), and National Economic Development Authority (NEDA) shall submit to the Authority a report on the status of their respective projects related to regulatory management”.
- “(c) The Authority, in coordination with CSC and the Council, shall conduct an information dissemination campaign in all NGAs and LGUs to inform them of this Act amending Republic Act No. 9485 otherwise known as the Anti-Red Tape Act of 2007.”

“SEC. 28. Congressional Oversight Committee. – To monitor the implementation of this Act, there shall be created a Congressional Oversight Committee on Ease of Doing Business (COC-EODB), to be composed of five (5)

members from the Senate, which shall include the Chairpersons of the Senate Committees on Trade and Commerce and Entrepreneurship, Civil Service, Government Reorganization and Professional Regulation, and Economic Affairs; and five (5) members from the House of Representatives which shall include the chairpersons of the House Committees on Trade and Industry, Civil Service and Professional Regulation, Government Reorganization, and Economic Affairs. The COC-EODB shall be jointly chaired by the Chairpersons of the Senate Committee on Trade and Commerce and Entrepreneurship and the House of Representatives Committee on Trade and Industry. Provided, That the oversight committee shall cease to exist after five (5) years upon effectivity of this Act.

“The Secretariat of the COC-EODB shall be drawn from the existing personnel of the Senate and House of Representatives committees comprising the COC-EODB.”

“SEC. 29. Appropriations. – The amount necessary to carry out the provisions of this Act shall be charged against the current year’s appropriations of the concerned agencies. In addition, the amount of Three hundred million pesos (P300,000,000.00) as initial funding for the Authority to be charged against the unexpended Contingency Fund of the Office of the President is hereby appropriated. Thereafter, the amount needed for the implementation of this Act shall be included in the annual General Appropriations Act.”

“SEC. 30. Implementing Rules and Regulations. – The Authority with the CSC and DTI, and in coordination with DICT, DOF, DILG, NEDA, PSA, CDA, SEC, the Office of the Ombudsman, Housing and Land Use Regulatory Board (HLURB) and the Union of Local Authorities of the Philippines (ULAP), shall promulgate the necessary rules and regulations within ninety (90) working days from the effectivity of this Act.”

“SEC. 31. Separability Cause. – If any provisions of this Act shall be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining provisions of this Act.”

“SEC. 32. Repealing Cause. – All provisions of laws, presidential decrees, letters of instruction and other presidential issuances which are incompatible or inconsistent with the provisions of this Act are hereby deemed amended or repealed accordingly.”

“SEC. 33. Effectivity. – This Act shall take effect within fifteen (15) days following its publication in the Official Gazette or in two (2) national newspapers of general circulation.”

SEC. 18. **Effectivity.** – This Act shall take effect fifteen (15) days after its publication in the Official Gazette or in two (2) newspapers of general circulation.

Approved,

(Sgd.) **PANTALEON D. ALVAREZ** (Sgd.) **AQUILINO “KOKO” PIMENTEL III**
Speaker of the House President of the Senate
of Representatives

This Act which is a consolidation of Senate Bill No. 1311 and House Bill No. 6579 was finally passed by the Senate and the House of Representatives on February 21, 2018 and February 27, 2018, respectively.

(Sgd.) **CESAR STRAIT PAREJA** (Sgd.) **LUTGARDO B. BARBO**
Secretary General Secretary of Senate
House of Representatives

Approved,

(Sgd.) **RODRIGO ROA DUTERTE**
President of the Philippines

GRANT OF ELECTRONIC DATA PROCESSING SPECIALIST ELIGIBILITY

Re:
Updated List of Proficiency Tests or Training Courses as Basis for the Grant of Eligibility

Number : **1800403**

Promulgated : **18 April 2018**

WHEREAS, Section 12 (2), Chapter 3, Subtitle A, Title I, Book V of Executive Order (EO) No. 292 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, a major function of the CSC is the Grant of Civil Service Eligibility under special laws and CSC Issuances to individuals, who meet the requirements and qualifications, 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 Electronic Data Processing Specialist Eligibility (EDPSE) pursuant to PD No. 1408 and CSC Resolution No. 90-083, being granted to passers of the proficiency test, or training course conducted by the Department of Information and Communications Technology (DICT) [formerly National Computer Center (NCC) and Information and Communications Technology Office (ICTO)] on the following: Systems Analysis and Design, Computer Programming, Java, MS Access, or Visual Basic;

WHEREAS, Section 3 of PD No. 1408 provides that the CSC and the National Computer Center, through the National Computer Institute, shall jointly assess the competence or proficiency of those presently holding Electronic Data Processing positions, and certify those who are qualified for the grant of an eligibility;

WHEREAS, Director Raul N. Nilo of the National ICT Competency Management Service of the DICT requested through a letter dated August 1, 2016 the inclusion of C# and V.B.net programming languages in the list of accredited training courses and proficiency tests as basis for conferment of EDPSE by the CSC;

WHEREAS, the CSC and DICT entered into a Memorandum of Agreement (MOA) on March 16, 2017 where pertinent portion of which allows the CSC, upon its due evaluation and approval, to accredit a computer programming language that may be proposed by the DICT and with the assistance of certified professionals or institutions which are practicing the identified recognized language;

WHEREFORE, acknowledging the emergence of programming languages widely used in the IT industry, both in public and private sector, and assisting the DICT as the CSC's partner-agency in ensuring a globally competitive government workforce, the Commission hereby **RESOLVES** to update the list of proficiency tests or training courses conducted by the DICT as basis for the grant of Electronic Data Processing Specialist Eligibility (EDPSE) by the CSC, as follows:

1. Systems Analysis and Design
2. Computer Programming
3. Java
4. MS Access
5. Visual Basic
6. C#
7. V.B.net

The Commission further **RESOLVES** to uphold the appropriateness of the EDPSE only to positions for which the eligibility was given, to other functionally related positions belonging to the Information Technology/Management Information System Group, such as Data Encoder, Data Machine Operator, Auxiliary Machine Operator, Data Encoder-Controller, Computer Programmer, Information Systems Analyst, and to other positions as may be determined by the Commission.

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

Quezon City.

(Sgd.) **ALICIA dela ROSA-BALA**
Chairperson

(Sgd.) **LEOPOLDO ROBERTO W. VALDEROSA, JR.**
Commissioner

VACANT
Commissioner

Attested by:
(Sgd.) **DOLORES B. BONIFACIO**
Director IV

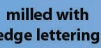
Commission Secretariat and Liaison Office



THE PHILIPPINE NEW GENERATION CURRENCY COIN SERIES

Baryang Kayamanan, Tanda ng Kasarinlan

10-piso



milled with edge lettering



microprint
Republika ng Pilipinas



Mint mark



microdots



microprint
Bangko Sentral ng Pilipinas

Denomination: 10-piso
Diameter (mm): 27
Edge: milled with edge lettering
"Bangko Sentral ng Pilipinas"
Color: silver

Obverse:
Apolinario Mabini
Republika ng Pilipinas
year mark • mint mark
"Republika ng Pilipinas"
microprint

Reverse:
KAPA-KAPA • BSP Logo
"Bangko Sentral ng Pilipinas"
microprint • microdots



5-piso

Denomination: 5-piso
Diameter (mm): 25
Edge: plain
Color: silver

Obverse:
Andres Bonifacio
Republika ng Pilipinas
year mark • mint mark
"Republika ng Pilipinas" microprint

Reverse:
TAYABAK • BSP Logo
"Bangko Sentral ng Pilipinas"
microprint

plain edge

microprint
Republika ng Pilipinas



Mint mark

microprint
Bangko Sentral ng Pilipinas

1-piso



Mint mark



Denomination: 1-piso
Diameter (mm): 23
Edge: intermittent reeds
Color: silver

Obverse:
Jose Rizal • Republika ng Pilipinas •
year mark • mint mark

Reverse:
WALING-WALING
BSP Logo

intermittent reeds

25-sentimo



Mint mark

Denomination: 25-sentimo
Diameter (mm): 20
Edge: plain
Color: silver

Obverse:
sun and 3 stars
(stylized Philippine flag)
Republika ng Pilipinas
year mark • mint mark

Reverse:
KATMON
BSP Logo

plain edge

5-sentimo



Mint mark



reeded edge

Denomination: 5-sentimo
Diameter (mm): 16
Edge: reeded
Color: silver

Obverse:
sun and 3 stars
(stylized Philippine flag)
Republika ng Pilipinas
year mark • mint mark

Reverse:
KAPAL-KAPAL BAGING
BSP Logo

1-sentimo



Mint mark

Denomination: 1-sentimo
Diameter (mm): 15
Edge: plain
Color: silver

Obverse:
sun and 3 stars
(stylized Philippine flag)
Republika ng Pilipinas
year mark • mint mark

Reverse:
MANGKONO
BSP Logo

plain edge

For more information, contact:

Currency Issue and Integrity Office : Telephone Numbers: (02) 988-4834 or (02) 352-1485;
ciiohelpdesk@bsp.gov.ph

BSP Corporate Affairs Office: Telephone Numbers: (02) 708-7140 or (02) 708-7701 loc. 2876
Fax No.: (02) 708-7138; corao@bsp.gov.ph; bspmail@bsp.gov.ph
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PHILIPPINE CIVIL SERVICE ANNIVERSARY

LINGKOD BAYANI:
MAKA-DIYOS, MAKATAO, MAKABAYAN

R.A.C.E TO SERVE FUN RUN
SEPTEMBER 2, 2018
QUIRINO GRANDSTAND

GOVERNMENT CHORAL COMPETITION
SEPTEMBER 18, 2018
CULTURAL CENTER OF THE PHILIPPINES

**AWARDS RITES FOR THE 2018
OUTSTANDING GOVERNMENT WORKERS**
MALACAÑAN PALACE

**SPECIAL TREATS FOR
CIVIL SERVANTS**

**JOB FAIR FOR
GOVERNMENT AGENCIES**

PCSA 2018

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Civil Service Commission Central Office
IBP Road, Batasan Hills, 1126 Quezon City