



MC. No. 21 s, 1999

**MEMORANDUM CIRCULAR**

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

**SUBJECT: Appropriateness of Data Encoder Eligibility**

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Pursuant to CSC Resolution No. 992260 dated September 30, 1999, the Data Encoder Eligibility (DEE) shall be appropriate only to data encoder positions in the career service. The DEE shall no longer be considered appropriate for clerical and other first level positions requiring a Career Service Subprofessional eligibility or its equivalent.

Those who have been appointed as permanent to clerk and other first level positions using the DEE shall retain their permanent status. However, they shall no longer be promoted to a higher first level position using the said eligibility, except to a higher position in the Data Encoder group.

This Memorandum Circular takes effect immediately.

  
CORAZON ALMA G. DE LEON  
Chairman

07 October 1999  
Erd/sam  
Fn:MCdce  
CRP