

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

MC # 43 S. 1976

MEMORANDUM CIRCULAR

TO : THE ASSISTANT ADMINISTRATORS; HEADS OF
DEPARTMENTS AND STAFFS; HEADS OF SPECIAL
PROJECTS; REGIONAL IRRIGATION DIRECTORS;
PROVINCIAL AND PROJECT IRRIGATION ENGINEERS;
IRRIGATION SUPERINTENDENTS AND/OR OFFICERS IN
CHARGE OF IRRIGATION SYSTEMS/OFFICES AND ALL
OTHERS CONCERNED
National Irrigation Administration

SUBJECT: Contractual Employment

Quoted hereunder in full for the information and guidance
of all is Civil Service Commission Memorandum Circular No. 6
dated March 30, 1976 which is self-explanatory.

"Republic of the Philippines
CIVIL SERVICE COMMISSION
Quezon City

MC # 6, S. 1976

MEMORANDUM CIRCULAR

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

SUBJECT : Contractual Employment

The issuance of contractual appointments in the
government was adopted initially to enable the
government to hire foreign consultants whose expertise
were not available locally. The ambit of contractual
employment was later expanded to include those appointees
who perform work for the government for fixed and
definite periods but could not be categorized as regular
government employees.

It has been noted, however, that there has been
an alarmingly increasing rate of contractual appoint-
ments issued by the departments and agencies. More-
over, some of these appointments are apparently being
used to disregard the merit requirements of the Civil
Service Law and rules, or as a mechanism for the avail-
ment by employees of higher rates of pay.

In view hereof and to insure that the requirements
of contractual appointments are complied with, the

following terms and conditions are set to govern all contractual employment:

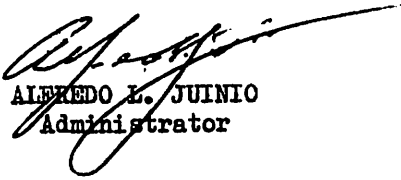
1. A contractual appointment shall be issued only when an individual proposed for appointment shall:
 - a. undertake a specific work or project to be completed within a limited period, not to exceed one year, or
 - b. have special or technical skills not available in the employing agency, or
 - c. perform or accomplish his work under his own responsibility with minimum direction and supervision from the hiring agency.
2. In the case of aliens, a contractual appointment shall be extended only if it can be shown that the expertise possessed by the alien is not available locally.

THIS MEMORANDUM CIRCULAR SHALL TAKE EFFECT IMMEDIATELY.

(SGD.) JACOBO C. CLAVE
Acting Chairman

March 30, 1976"

Please be guided accordingly.


ALFREDO L. JUINIO
Administrator

July 27, 1976

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