

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

M.C. # 28, s. 1991

MEMORANDUM CIRCULAR

T O : THE DEPUTY ADMINISTRATOR, ASSISTANT
ADMINISTRATORS, DEPARTMENT MANAGERS,
STAFF HEADS, REGIONAL IRRIGATION
MANAGERS, OPERATION/PROJECT MANAGERS,
IRRIGATION SUPERINTENDENTS, PROVINCIAL
IRRIGATION ENGINEERS AND ALL OTHERS
CONCERNED
This Agency

SUBJECT : Civil Service Commission Memorandum
Circular No. 06, s. 1991 dated
February 6, 1991.

Quoted hereunder in full is Civil Service Commission
Memorandum Circular No. 06, s. 1991 for your information
and guidance.

"Republic of the Philippines
CIVIL SERVICE COMMISSION
Quezon City

M.C. # 06, s. 1991

MEMORANDUM CIRCULAR

T O : ALL HEADS OF DEPARTMENTS, BUREAUS AND
AGENCIES OF THE NATIONAL AND LOCAL
GOVERNMENTS, INCLUDING GOVERNMENT-OWNED
AND/OR CONTROLLED CORPORATION WITH
ORIGINAL CHARTER

SUBJECT : APPRECIATION OF MITIGATING AND AGGRAVATING
CIRCUMSTANCES

The CSC in its Resolution No. 91-195 dated February 6, 1991
adopted the policy that in the appreciation of any mitigating

circumstances in favor of the respondent in an administrative case and/or any aggravating circumstances against him, the same must be invoked or pleaded by the proper party, otherwise the said circumstances shall not be considered in the determination of the proper penalty to be imposed against the respondent concerned.

All circulars, guidelines, rules and regulations inconsistent with this Memorandum Circular are repealed, revoked or amended accordingly.

This Memorandum Circular shall take effect immediately.

(SGD.) PATRICIA A. STO, TOMAS
Chairman

February 6, 1991"

Be guided accordingly.

(SGD.) JOSE B. DEL ROSARIO, JR.
Administrator

March 15, 1991

Jose B. Del Rosario