

Republika ng Pilipinas  
(Republic of the Philippines)  
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS  
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)  
UL Complex, Pasig, Metro Manila

January 9, 1992

DECS O R D E R  
No. 3, s. 1992

PROHIBITION AGAINST ISSUANCE OF APPOINTMENTS WITHOUT CERTIFIED  
AVAILABLE FUNDS OR AUTHORIZING RENDITION OF SERVICES  
WITHOUT VALID APPOINTMENTS

All officers vested with appointing authority are hereby remind of existing rules and regulations requiring the certification of fund availability prior to issuance of any appointment and prohibiting the rendition of services without a valid appointment.

1. Special attention is invited to the requirement for prior publication of vacancies as mandated under RA 7041.

2. It is reiterated that unpaid salaries arising from violations of said rules and regulations shall be the personal liability of the officers concerned, without prejudice to the imposition of administrative sanctions prescribed by law. While new appointees may and should be paid immediately for services rendered, this is contingent always on the issuance of a valid appointment with certified available funding.

3. In this connection, the acceptance of services offered on a voluntary basis to assume duties and responsibilities assigned to regular position lites, which may later be grounds for claims for compensation or demands for priority in appointment which cannot be accommodated, should be discouraged.

4. While it is recognized that there may be an acute need for services to be made available immediately in some instances, the officials concerned are enjoined to adopt such remedial measures as will not create other problems. The chronic problem of unpaid salaries among teachers and other personnel should not be exacerbated but resolved once and for all.

(SGD.) ISIDRO D. CARINO  
Secretary

Reference:

DECS Order: No. 111, s. 1991

Allotment: 1--(M.O. 1-87)

To be indicated in the Perpetual Index  
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