

Republika ng Pilipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON, KULTURA AT ISPORTS
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)
Maynila

August 19, 1986

MECS O R D E R
No. 38, s. 1986

SUPPLEMENTARY GUIDELINES ON THE IMPLEMENTATION
OF EXECUTIVE ORDER NO. 1077

To: Bureau Directors
Regional Directors
Cultural Agency Directors
Chief of Service and Heads of Units/Centers
Schools Superintendents
Presidents, State Colleges and Universities
Vocational School Superintendents/Administrators

1. For the information of all concerned, inclosed is a copy of Memorandum Circular No. 6, s. 1986, of the Civil Service Commission prescribing supplementary guidelines for a uniform interpretation of Executive Order No. 1077, which is self-explanatory.
2. In this connection, attention is invited to MECS Order No. 30, s. 1986, relative to the guidelines on the implementation of Executive Order No. 1077.
3. Please be guided accordingly.

(SGD.) LOURDES R. Quisumbing
Minister

Incl.:
As stated

References:

MECS Orders (Nos. 4 and 30, s. 1986)
Allotment: 1-2-3--(D.O. 1-76)

To be indicated in the Perpetual Index
under the following subjects:

BUREAUS & OFFICES
LEAVE
RULES & REGULATIONS

Republika ng Pilipinas
KOMISYON NG SERBISYO SIBIL
(CIVIL SERVICE COMMISSION)
Lungsod ng Quezon

MC No. 6, s. 1986

MEMORANDUM CIRCULAR

TO : ALL HEADS OF MINISTRIES, BUREAUS, AND AGENCIES
OF THE NATIONAL AND LOCAL GOVERNMENTS, INCLUDING
GOVERNMENT-OWNED AND/OR CONTROLLED CORPORATIONS
AND STATE COLLEGES AND UNIVERSITIES

SUBJECT : Supplementary Guidelines on the Implementation
of Executive Order No. 1077

It has come to the attention of the Commission that there had been conflicting interpretations on certain provisions of CSC MC No. 4, s. 1986 especially those pertaining to terminal leave and the annual forced vacation leave of five (5) days.

To provide, therefore, a uniform interpretation of said provisions, the following supplementary guidelines are hereby prescribed:

1. Terminal leave of employees which took effect on or after January 9, 1986 but prior to the issuance of MC No. 4, s. 1986 on June 17, 1986, shall no longer be coursed through the Civil Service Commission for confirmation. Moreover, the guidelines prescribed under CSC Resolution No. 86-062 dated February 28, 1986 shall be followed for terminal leave which took effect from January 9 to June 16, 1986; and
2. Vacation leave of absences from one (1) day to four (4) days totalling five (5) or more days spent prior to June 17, 1986, shall be considered to have covered the annual five-day vacation leave mandated under Executive Order No. 1077. Henceforth, only vacation leave of five (5) successive working days or more shall be considered and those who have not taken such leave shall be so scheduled: Provided, that any previously scheduled leave may be cancelled as the exigency of the service requires and that such scheduled leave not enjoyed shall no longer be deducted from the total accumulated leave.

Please be guided accordingly.

(SGD.) CELERINA G. GOTLADERA
Officer-in-Charge

July 28, 1986
A true copy