

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

September 3, 1990

DECS ORDER  
No. 102, s. 1990

CLARIFICATION ON SPECIFIC PROVISIONS OF JOINT  
CSC-DBM CIRCULAR NO. 1, S. 1990

To: Undersecretaries  
Assistant Secretaries  
Bureau Directors/Cultural Agency Directors  
Directors of Services/Centers and Heads of Units  
Regional Directors  
Schools Superintendents  
Presidents, State Colleges and Universities  
Vocational School Superintendents/Administrators

1. Reproduced at the back is a copy of the letter of the Chairman, Civil Service Commission dated June 4, 1990 clarifying specific provisions of Joint CSC-DBM Circular No. 1, s. 1990, otherwise known as the Rules and Regulations Governing the Grant of Step Increments to Deserving Officials and Employees of the Government which is self-explanatory.
2. It is desired that this Order be disseminated to all concerned for their information and guidance.

(SGD.) LUIS R. BALTAZAR  
Undersecretary  
Officer-In-Charge

Reference:

DECS Order: No. 63, s. 1990

Allotment: 1-2-3--(M.O. 1-87)

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

EMPLOYEES  
OFFICIALS  
RULES & REGULATIONS  
SALARY  
SERVICE

Republika ng Pilipinas  
KOMISYON NG SERBISYO SIBIL  
(Civil Service Commission)  
Quezon City

June 4, 1990

Mr. Ben A. Bumanglag  
Director III  
Office of the Special Prosecutor  
Executive House, Ground Floor  
Taft Avenue, Manila

Dear Director Bumanglag:

This is a reply to your letter dated May 23, 1990 inquiring into the applicability of specific provisions of Joint CSC-DBM Circular No. 1, s. 1990, otherwise known as the Rules and Regulations Governing the Grant of Step Increments to Deserving Officials and Employees of the Government.

It appears that the TB Chief Legal Officer position in your Office was retitled to OSP Chief Legal Officer by virtue of the 1987 Constitution and then to OSP Investigator III, by virtue of Executive Order No. 152 with corresponding salary adjustments. If the retitling of the position still involves substantially the same functions and qualification requirements, then Rule III, Section 2 (a) of the Joint Circular does not apply to the OSP Investigator III position. Therefore, the number of years of service of the incumbent OSP Investigator III shall include those rendered from the time he was appointed permanently as TB Chief Legal Officer.

In the computation of length of service for purposes of grant of step increments, leave without pay for any period of time shall not be considered as service. It therefore, breaks the continuity of the three (3) years service in the position and disqualifies the incumbent from receiving a one step increase.

Finally, a Stenographic Reporter II who is presently receiving a salary equivalent to the 8th step of Salary Grade 6 shall no longer be entitled to step increment because he has already reached the maximum step of his salary grade.

We hope we have provided you with the information and clarification you needed. Thank you.

Very truly yours,

(SGD.) PATRICIA A. STO. TOMAS  
Chairman

A true copy