



Republic of the Philippines  
**CAREER EXECUTIVE SERVICE BOARD**  
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**Circular No. 4  
Series of 2005**

**TO : All Heads of Departments and Agencies of the National Government, Including Government-Owned or Controlled Corporations with Original Charters, and all Officials in the Career Executive Service**

**SUBJECT : GUIDELINES GOVERNING THE APPLICATION FOR CES ELIGIBILITY OF EIGHTY-SEVEN (87) APPLICANTS COVERED BY THE OLD POLICY ON THE CES ELIGIBILITY EXAMINATION PROCESS**

Pursuant to CESB Resolution No. 588 dated June 14, 2005, the Board adopts the Guidelines Governing the Application for CES Eligibility of Eighty-Seven (87) Applicants Covered by the Old Policy on the CES Eligibility Examination Process.

The eighty-seven (87) applicants for CES eligibility commenced the CES eligibility examination process during the effectivity of CESB Circular No. 1 s. 1989 (Rules and Procedures for the Conferment of CES Eligibility) and continued to be on-stream in the examination process even after the effectivity of CESB Res. No. 459 s. 2002 (Revised Rules on CES Eligibility) due to various reasons.

However, CESB Res. No. 459 s. 2002 does not provide guidelines in the cases of such applicants. To address this situation, the Board adopts the following guidelines governing the application for CES eligibility of eighty-seven (87) applicants:

- 1.0 The identified applicants are given until July 15, 2005 to signify their intention in writing to complete the remaining stages of the CES eligibility examination process. Otherwise, it shall be understood that the said applicants are no longer interested in pursuing their applications for CES eligibility and, therefore, shall be considered de-listed from the list of applicants for CES eligibility.
- 2.0 Those who were previously exempted from the Assessment Center (AC), in view of their being occupants of higher CES positions, shall be

required to undergo the AC in accordance with the no exemption policy.

- 3.0 The Performance Validation On-the-Job on applicants who have been out of government service for one (1) year or less shall be conducted based on their performance in the position they held prior to their separation from government service.
- 4.0 The Performance Validation On-the-Job on applicants who have been out of government service for more than one (1) year shall be conducted in their new office.
- 5.0 Applicants covered by this resolution shall be required to complete the remaining stages of the CES eligibility examination process not later than December 16, 2005.

This circular shall take effect fifteen (15) days after publication in the Official Gazette or in a newspaper of general circulation in the Philippines.

**signed**  
**KARINA CONSTANTINO-DAVID**  
Chairperson

Attested by:

**signed**  
**MARY ANN Z. FERNANDEZ - MENDOZA, CESO I**  
Executive Director

31 August 2005  
Date