



Republic of the Philippines
CAREER EXECUTIVE SERVICE BOARD
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Circular No. 3
Series of 2008

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 ON ASSESSMENT CENTER (AC) FEE

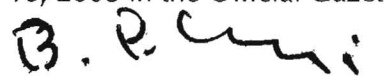
Pursuant to Career Executive Service Board (CESB) Resolution No. 735 entitled "Guidelines on Assessment Center (AC) Fee," dated April 8, 2008, the Board finds the need to require candidates from SSL - covered government entities to partially shoulder the AC cost. Henceforth, the following guidelines shall now be applied on the Assessment Center (AC) cost:

1. Candidates who are employed by government entities covered by the Salary Standardization Law (SSL), shall be required to pay fifty percent (50%) of their AC fees on their first take and pay the full amount of the prescribed fees on their subsequent attempts.
2. Candidates from the private sector and those from government entities, which are exempted from the Salary Standardization Law (SSL) shall be required to pay the full amount of the AC fees regardless of whether it is their first or subsequent attempts.
3. The AC fees paid by the candidates, who confirmed attendance but did not show up on the scheduled date of AC conduct, shall be forfeited by the Board. In addition, they will slide down to the last slot of the current queue.

The AC fees paid by candidates, who have not successfully completed the AC, shall be forfeited by the Board and the AC taken shall be treated as one full take.

For the information and guidance of all concerned.

CESB Resolution No. 735 was published on June 16, 2008 in the Official Gazette.


BERNARDO P. ABESAMIS
Chairperson

Attested by:


MA. ANTHONETTE VELASCO - ALLONES
Executive Director

3 JULY 2008

Date