



**REVISED POLICY ON THE ADMISSION
REQUIREMENTS OF THE CAREER EXECUTIVE
SERVICE WRITTEN EXAMINATION (CES WE)**

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RESOLUTION NO. 354

WHEREAS, paragraph 2, Article IV, Part III of the Integrated Reorganization Plan (IRP), as amended, mandates the Career Executive Service Board (CESB) as the governing body of the Career Executive Service (CES) to promulgate rules, standards and procedures on the selection, classification, compensation and career development of members of the CES;

WHEREAS, under the above-mentioned law, the CES Governing Board is mandated to form a continuing pool of well-selected and development-oriented career administrators who shall provide competent and faithful service in the CES;

WHEREAS, the CES eligibility process is designed to ensure that entry to the CES is based on merit and fitness and consists of four stages, namely: 1) Written Examination, 2) Assessment Center, 3) Performance Validation, and 4) Panel Interview;

WHEREAS, the CES Written Examination (CES WE) is the first stage of the CES eligibility examination process and a test given to determine the aptitude and competence of an applicant for CES eligibility;

WHEREAS, on February 10, 2009, the Board promulgated CESB Resolution Number 791¹ to further strengthen the existing policies on the examination process and make it more purposive, responsive, credible and practicable in fulfilling the Board's mandate to form a continuing pool of well-selected and development-oriented career officials who shall provide competent and faithful service in the CES;

WHEREAS, the admission requirements in the CES WE is provided under Section 2, Rule II, of CESB Resolution Number 791, to wit:

**"RULE II
CES WRITTEN EXAMINATION**

Section 2. Admission Requirements. An applicant for CES Written Examination must be a Filipino citizen of good moral character and meets the following requirements:

2.1 Government Sector, Career Service:

¹ Revised Integrated Rules on the Grant of Career Executive Service (CES) Eligibility, February 10, 2009.

2.1.1 He/She must have been appointed to a CES position or designated in an acting capacity or Officer-In-Charge (OIC) of a CES position for at least six (6) months; or

2.1.2 He/She must have been appointed or designated to at least a Division Chief position (SG 24) and has at least two (2) years of managerial experience.

2.2 Government Sector, Non-Career Service:

One who is appointed to a non-career position whether under a coterminous or contractual status in any department or agency of the government may be allowed to take the CES Written Examination, provided:

2.2.1 He/She has at least three (3) years managerial experience;

2.2.2 He/She has served the government for the same period of time of his/her application; and

2.2.3 He/She must have been occupying a position equivalent to or higher than a Division Chief (SG 24).”;

WHEREAS, managerial and supervisory functions are further defined under the same provision, viz:

“For the purpose of this rules, managerial/supervisory functions pertain to directing and approving the work outputs of concerned employees; delegating functions to the staff; monitoring and rating employees’ performance based on the duly approved performance targets/ plans; and supervising the unit or section/division based on the staffing pattern or organizational structure.

As such, in the application form, a certification containing information on the supervisory functions performed by the applicant shall be accomplished by the head of the agency/authorized official, in case of applicants from the government sector or authorized official, in case of those from the private sector.” ;

WHEREAS, there is an increasing clamor from applicants both from the government sector and private sector to relax the admission requirements for the CES WE. Personal requests as well as agency/department-based to allow personnel occupying or incumbents of positions below Salary Grade 24 but performing managerial and supervisory functions as well as having adequate managerial experiences were received by the Eligibility and Rank Appointment Division (ERAD);

WHEREAS, given the current policies of the Board, there is a need to further revise the existing CES WE admission requirements to make it more responsive and practicable, thus, fulfilling the Board's mandate to form a continuing pool of well-selected and development-oriented career administrators who shall provide competent and faithful service in the CES;

WHEREAS, the Board recognizes that one of the biggest challenge in the public sector is sustaining innovation and programs in the face of changing administrations,



politics and priorities and that these officials/candidates although occupying positions below Salary Grade 24 play a critical and vital role in their respective departments/agencies;


WHEREAS, in opening and widening the selection for the potential members of the CES, it will create a reservoir of talents fit for key positions in various departments/agencies which may have an impact on the development of the entire CES as well as the whole bureaucracy;

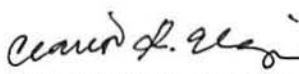
NOW, THEREFORE, foregoing premises considered, the Board **RESOLVES**, as it is hereby **RESOLVED**, to allow those personnel who are below Salary Grade 24 but performing managerial and supervisory functions as well as having adequate managerial experiences to be admitted in the Career Executive Service Written Examination (CES WE). Provided, however, that the minimum Salary Grade to be admitted in the CES We shall be limited to those who are incumbents of a Salary Grade 18 position or its equivalent and actually performing adequate managerial and supervisory functions/experience as provided for by Sections, 2.1.2 and 2.2.1 of CESB Resolution Number 791, as amended.

RESOLVED FURTHER, that other issuances that are inconsistent herewith are deemed repealed or amended.

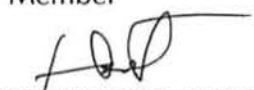
APPROVED this 22nd day of June, 2017 in Quezon City, Philippines.


ALICIA dela ROSA-BALA, CESO I
Chairperson


EVANGELINE C. CRUZADO
Member


CHARITO R. ELEGIR
Member

ELBA S. CRUZ
Member


ROLANDO L. METIN
Member

ALBERTO A. BERNARDO
Member

Attested by:


CARMELA M. CONTI
Board Secretary III