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# APPRECIATION OF MITIGATING AND AGGRAVATING CIRCUMSTANCES

*CSC MEMORANDUM CIRCULAR NO. 6, February 06, 1991*

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The CSC in its Resolution No. 91-195 dated Feb. 6, 1991 adopted the policy that in the appreciation of any mitigating circumstances in favor of the respondent in an administrative case and/or any aggravating circumstances against him, the same must be invoked or pleaded by the proper party, otherwise the said circumstances shall not be considered in the determination of the proper penalty to be imposed against the respondent concerned.

All circulars, guidelines, rules and regulations inconsistent with this Memorandum Circular are repealed, revoked or amended accordingly.

This Memorandum Circular shall take effect immediately.

Adopted: 6 Feb. 1991

(SGD.) PATRICIA A. STO. TOMAS
Chairman



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