

PRESCRIBING GUIDELINES IN THE PLACEMENT OF POLICE COMMISSIONED OFFICERS TO STAFF POSITIONS IN THE POLICE REGIONAL OFFICES AND NATIONAL SUPPORT UNITS, REGIONAL CHIEFS OF NSUS, GR...

NAPOLCOM MEMORANDUM CIRCULAR NO. 2008-004, March 18, 2008

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WHEREAS, pursuant to Section 14 of R.A. No. 6975, as amended, the National Police Commission (Napolcom) is mandated to exercise administrative control and operational supervision over the Philippine National Police (PNP).

WHEREAS, there is a need to improve the current placement system of Police Commissioned Officers (PCOs) in the Police Regional Offices (PROs) and National Support Units (NSUs) and create equal access and opportunity for professional growth and career advancement for all qualified PCOs regardless of the source of commission, gender or affiliation, among others;

WHEREAS, the PNP prepared guidelines in the Placement of Police Commissioned Officers to Staff Positions in the Police Regional Offices and National Support Units, Regional Chiefs of NSUs, Group Directors of Regional/Provincial Mobile Groups, Chiefs of Police (COPs) of City Police Stations (CPS) and Municipal Police Stations (MPS) and Other Positions of Responsibility;

WHEREAS, after consideration of said guidelines, the Commission finds the same to be in order;

NOW, THEREFORE, the Commission in the exercise of its constitutional mandate to administer and control the PNP, HAS RESOLVED TO PRESCRIBE, AS It HEREBY PRESCRIBES, the Guidelines in the Placement of Police Commissioned Officers to Staff Positions in the Police Regional Offices and National Support Units, Regional Chiefs of NSUs, Group Directors of Regional/Provincial Mobile Groups, Chiefs of Police (COPs) of City Police Stations (CPS) and Municipal Police Stations (MPS) and Other Positions of Responsibility.

SECTION 1. Purpose - This Circular prescribes the policies and guidelines governing the selection and placement of Police Commissioned Officers to Staff Positions in the Police Regional Offices and National Support Units, Regional Chiefs of NSUs, Group Directors of Police Regional/Provincial Mobile Groups, Chiefs of Police of City/Municipal Police Stations and other positions of responsibility.

SECTION 2. Declaration of Policy -Consistent with the provisions of Republic Act No. 6975, as amended by Republic Act No. 8551 and other pertinent Laws, it is hereby declared the policy of the PNP to promote professionalism and fairness through the institution of a placement system in the designation of Staff Officers to staff positions in the Police Regional Offices and National Support Units, Regional Chiefs of NSUs, Group Directors of Police Regional/Provincial Mobile Groups, Chiefs of Police of City/ Municipal Police Stations and other positions of responsibility

SECTION 3. Objectives- This Circular aims to:

a. Improve the current placement system of Police Commissioned Officers in the Police Regional Offices and

National Support Units level through the institutionalization of an objective placement system that is firmly anchored on the principles of merit and fairness;

- b. Create equal access and opportunity for professional growth and career advancement for all qualified PCOs regardless of the source of commission, gender or affiliation; and
- c. Provide guidelines for the fair adjudication of any protest, complaint or grievance arising from the implementation of this Circular.

SECTION 4. Definition of Terms - For purposes of this Circular, the following terms are hereby defined:

- a. Administrative Case - It is a formal inquiry, in furtherance of public accountability, to determine whether a PNP member committed a violation of existing laws, rules, regulations and policies. It shall be deemed formally filed and pending upon receipt and entry of the approved pre-charge evaluation report in the official docket of the Disciplinary Authority until a decision thereof becomes final and executory. A complaint undergoing pre-charge evaluation shall not be considered an administrative case.
- b. Administrative Duty - It refers to the designation to positions involving purely clerical, staff and managerial functions. It includes assignment to NHQ PNP, National Administrative Support Units, PRO and NSU Headquarters, except operating units, HSS and other headquarters support units.
- c. Career Path or Pattern - It is the course by which PNP personnel progress in the service through a system of rotation of assignments in command, staff, technical and training duties including exposure to a variety of police operation and administrative experiences that enable them to develop as a well rounded police officers and advance to positions of greater responsibility.
- d. Criminal Case - It is a proceeding in court as a result of the filing of information or complaint charging a PNP member with an act or omission or a violation of special law which is criminal in nature. It is considered pending upon the filing of the information with the court until the decision becomes final and executory.
- e. Field Duty - It is the designation to positions performing essential and purely police functions, i.e law enforcement, crime prevention and security operations, intelligence, investigation, training and police community relations. It includes assignment to police precincts, stations, CPO/PPOs, operating units of PROs, and the regional offices and operating divisions of the National Operational Support Units.
- f. Fitness - It refers to the appropriateness or suitability of an officer to hold a particular position based on an established set of criteria.
- g. Geographical Assignment - It refers to the location and/or nature of unit assignment of personnel; used as one of the bases for evaluation of the well-roundedness of an officer. It does not refer only to the assignment in a particular island grouping, i.e. Luzon, Visayas or Mindanao, nor shall it be used to discriminate for or against a particular area, region, province, city or municipality- Geographical assignments shall be classified as urban or rural, and national, regional or local. For purposes of this Circular, personnel assigned to maneuver operational units like PNP SAF, RSAF/RMGs, Regional Offices of NSUs and mobile training teams may be considered as having served in the different regions or provinces where their units were actually deployed.
- h. Staff Positions in the PROs - It refers to positions of major responsibility over an office or unit. The staff positions in the PROs are as follows:

- Chief, RPHRDD
- Chief, RID
- Chief, ROPD

Chief, RLD
Chief, RCD
Chief, RIDMD
Chief, RPCRD

i. Staff Positions in the NSUs - These are the Chiefs of Division of the different National Support Units (Annex "A"[*]).

j. Line Officers - PCOs mandated to perform essential and purely police functions, i.e. law enforcement, crime prevention and investigation, intelligence, internal security operations, and related administrative work, who were originally commissioned and/or absorbed into the Philippine National Police by virtue of RA 6975 from the defunct Philippine Constabulary/Integrated National Police and the Armed Forces of the Philippines who were assigned with the PC Narcotics Command, Aviation Security Command and Maritime Command, investigators from the PC Criminal Investigation Service, graduates of the Philippine National Police Academy (PNPA) and the National Police Commission, and SPO4s promoted to Inspector through regular or meritorious circumstances. For purposes of determining their respective competencies vis-a-vis selection and placement line officers ^ be classified as either Command Line Officers or Staff Line Officers.

1) Command Line - This refers to the career path of line officers who have held or are qualified to hold key positions in the PNP because of their command, leadership and managerial competence, well-rounded experience in administrative and field duty, and diversified geographical assignments.

2) Staff Line - It refers to the career path of line officers who have specialized in a particular police operational skill or functional field, e.g. administration (personnel/human resource management/planning), administrative investigation, and intelligence, logistics, finance, police community relations, etc., or those who have spent most of their active service as staff officer or in administrative assignments.

k. List of Eligibles - It refers to the roster of officers who meet the mandatory requirements set for a particular position and minimum qualification standards for a particular rank based on the Revised PNP Qualification Standards.

l. Mandatory Requirements - For purposes of this Circular, it refers to the qualifications that an officer must possess in order to be considered in the placement to a certain position.

m. Merit - It refers to the qualities or characteristics of an officer who deserves recognition or commendation. .

n. Placement - It refers to the selection and designation of an officer to a certain position.

o. Police Regional Officer's Placement Board (PROPB)-it refers to the group of officers duly authorized to undertake the screening and evaluation of officers due for promotion and/or placement to key positions and other positions of responsibility in the PNP in the Police Regional Offices.

p. National Support Units Officers' Placement Board (NSUOPB) - It refers to the group of officers duly authorized to undertake the screening and evaluation of officers due for promotion and/or placement to key positions and other positions of responsibility in the PNP in the National Support Units.

q. Physical Profile

1) P-1 -may engage in fatiguing work, marching and prolonged hand-to-hand fighting (combat) for long period of time. Free from any disease.

2) P-2 - may be exposed to the same rigors as P1 but may have minor defects as slight limitation of joint movements; still qualified for combat duty; Free from any disease.

3) P-3 - may serve in support capacities including ability to march, work for long period of time and can defend himself in close encounter but can no longer be deployed for combat duty or tactical units; and

4) P-4 - unqualified for police service as he fails to meet the criteria for the first three (3) classifications.

r police Commissioned Officers (PCOs) - These are active PNP uniformed personnel with the rank of Inspector up to Director General.

s Selection - It refers to the process by which Police Commissioned Officers are screened and evaluated based on the criteria set for particular position with the end in view of choosing the most qualified for the said position.

t Seniority Lineal List - It is a hierarchical listing of all uniformed police personnel based on established criteria and guidelines indicating their relative seniority by rank.

u Seniority Range - It refers to the hierarchical order of seniority by virtue of the year of commissionship of Police Commissioned Officers regardless of their source of commissionship.

Officers who were promoted ahead of their peers through special promotion shall be treated as part of the seniority range in the current ranking in the Seniority Lineal List (SLL) and not their original year of commission. Thus, even if the officer was commissioned in 1986 and his current seniority range is equivalent to that of 1982, then he/she shall be treated as batch 1982.

SECTION 5. Applicability - This Circular shall apply to all Police Commissioned Officers from the ranks of Police Inspector to Police Senior Superintendent.

The following are the positions of responsibility in the Police Regional Offices based on the PNP Staffing Pattern and Table of Organization, herein listed according to the degree of importance:

POSITIONS RANK REQUIREMENT

Chief, RPHRD Senior Superintendent

Chief, RID Senior Superintendent

Chief, ROPD Senior Superintendent

Chief, RLD Senior Superintendent

Chief, RCD Senior Superintendent

Chief, RIDMD Senior Superintendent

Chief, RPCRD Senior Superintendent

Chief, RHSSG Senior Superintendent

Group Director, RMG Senior Superintendent

COP of City Police Stations of NCRPO Senior Superintendent

COP of Pateros Municipal Police Station Senior Superintendent

Group Director, PMG Senior Superintendent

COP of City Police Stations

Class "A" Superintendent

Class "B" Superintendent

Class "C" Superintendent

COP of Municipal Police Stations:

Class "A" Superintendent

Class "B" Chief Inspector

Class "C" Superintendent

The positions of responsibility in the National Support Unit based on the PNP Staffing Pattern and Table of Organization, according to the degree of importance are listed in Annex "B"[*]

SECTION 6. Governing Principles on Placement. - The principles that govern placement are the following:

a PNP Rank Structure

The rank structure of the Police Regional Offices and National Support Units shall be determined and prescribed in accordance with existing laws and issuances. The Chief RPHRDD through the PROPB, shall fill-up the positions through selection of PCOs from a List of Eligibles, preferably from the locality.

For NSUs, the Chief, Administrative Division thru the NSUOPB shall fill-up the positions through selection of PCOs from a List of Eligibles from the unit.

b. Minimum Qualification Standards

All PCOs shall possess the required experience, education, training, and eligibility pursuant to the latest Qualification Standards prescribed by the NAPOLCOIV1 before they are considered for placement in certain positions.

c. Confirmation by the .NAPOLCOM Regional Director

All designations to positions enumerated in this Circular made by the Regional. Directors of PROs and Directors, National Support Units shall- remain interim in nature until after confirmed by the NAPOLCOM. No PCO shall be designated to a certain position unless he or she holds the minimum qualification standards for the rank required for the position.

d. The Concept of Seniority Range

There shall be a considerable balance between competencies and seniority. Candidates must neither be too junior nor too senior (overqualified) for a particular position. While the PNP culture considers seniority as an important criterion in the selection and placement of officers, the performance, competencies and qualifications of candidates shall be taken into account with more importance.

e. One-Year-before-Retirement Rule

Pursuant to para. 4, Sec. 25, RA8551, except for the Chief, PNP, no PNP member who has less than one (1) year of service before reaching the compulsory retirement age shall be promoted to a higher rank or designated to any position other than what he or she is currently holding. Any designation or appointment to this effect shall be considered void ab initio and maybe contested by any interested party.

f. Career Ladder for Senior Officers

The placement of officers shall be in accordance with the career ladder in the second and third level. Any officer who has held a position for at least six (6) months shall be disqualified from holding another position which is lower than what he/she previously held.

g. Transparency in the Selection Process

The C, RPHRDD/Chief, Administrative Division shall cause the publication of soon-to-be vacated positions as well as the list of eligibles to those positions before the PROPB/ isjsUOPB conducts its deliberations. No PCO shall be included in the List of Eligibles for a particular position unless he possesses all the mandatory requirements for that position. Likewise, no officer who is not included in the said list maybe designated to any of the positions in the PROs/NSUs. Any violation hereto shall make the designation void ad initio hence, can be contested before any administrative body.

h. Balanced Administrative and Field Duty

PCOs who have served a maximum continuous period of two (2) years field duty shall be assigned to an administrative duty position. Similarly, those who have held administrative duty positions for more than two years shall be projected to a field duty assignment.

i. Maximum Tour of Duty in a PRO Key Position

In order to promote a wider field of experience and expertise and to accommodate and give opportunity to an increasing number of qualified officers, PCOs may hold the following key positions for a maximum cumulative period indicated:

Position Maximum Cumulative Period

PRO/NSU Staff Positions three (3) years

Chief of Regional NSUs two (2) years

Chief, RHSSG two (2) years

Group Director, RMG two (2) years

Group Director, PMG two (2) years

Chief of police six (6) years

i. Next-in-Line Projections

There shall be a sound career management and planning for PCOs. The pool of candidates shall not only include possible replacements to a vacant or soon-to-be vacated Position but also the next-in-line potential candidates to enable them to make plans, programs and necessary preparations. Selected next-in-line candidate may undergo short term management/executive courses or be appointed deputy of the incumbent.

k. Designation of Chief of Police in City/Municipal Police Stations

1) Chief of Police of City/Municipal Police stations may hold the position for a maximum cumulative period of six (6) years;

2) The maximum tour of duty of Chiefs of Police in a City/Municipal Police Station shall be for a maximum of three (3) years per type of city/municipality. In the first year of incumbency, the COP shall not be relieved or

recalled from duty except for cause, in which case appropriate administrative disciplinary measure shall be filed;

3) As a general rule, COP designation shall be initially to Class "C" Municipal Police Stations for at least two (2) years. Second term designation as COP shall be Class "B" to Class "A" MPS or City Police Stations;

4) In no case shall a PCO who has been designated as COP to a superior Class Municipality/City Police Stations be allowed to be designated to an inferior Class Municipality/ City Police Stations;

5) COPs shall not be relieved or recalled from his assignment and/or position on account of change of leadership either on the part of the PNP or the local government; and

1. Officers with Pending Cases and Assignments after Reinstatement

Officers with pending non-service-related administrative or criminal cases or those serving preventive suspension shall not be included in the list of eligibles. Officers who have been reinstated after serving an administrative sanction shall be given minor administrative duties for at least one (1) year before they are considered to a certain position. Those who were reinstated by reason of exoneration shall be considered for placement immediately upon reinstatement.

m. PCOs on secondment, detail and in "Floating" Status "

PCOs who were on secondment or on detail to other government agencies upon their return to the PNP mainstream and those who have not held any position for more than six months shall be assigned to any position for at least one year before they are designated to positions commensurate to their rank.

SECTION 7. OFFICERS PLACEMENT BOARD (OPB)

a. There shall be organized a PROPB composed of the following Senior Police Commissioned Officers holding positions of responsibility in the PROs:

Deputy Regional Director for Administration Chairman

Deputy Regional Director for Operation Vice-Chairman

Regional Chief Directorial Staff Member

Chief, RPHRDD Member

Chief, RID Member

Chief, ROPD Member

Chief, RLD, Member

Chief, RDC Member

Chief, RPCRD Member

Chief, RIDMD Member

Policewoman Representative Member

Chief, Placement Section

Head, Secretariat

b There shall be organized a NSUOPB composed of the following Senior Police Commissioned Officers holding

positions of responsibility in the NSUs:

Deputy Director Chairman

Chief of Staff Vice-Chairman

Divisions Chiefs Members

Chief, Administrative Division Member/Head Secretariat

Policewoman Representative Member

SECTION 8. MANDATORY REQUIREMENTS FOR PRO/NSU LEVEL POSITIONS- - The candidates for the following positions must possess the mandatory requirements and qualifications indicated:

a. PRO/NSU Staff Positions:

1) Rank of Police Senior Superintendent:

2) Minimum one year experience as Deputy Chief of Division of NHG Directorial Staff/ PROs/NSUs OR AS COP WITH AT LEAST ONE MORE YEAR BEFORE REACHING THE MAXIMUM TENURE, or Chief, PPO Division;

3) PSUPTs occupying PSSUPT positions for at least one (1) year; and

4) Other mandatory requirements for placement under existing laws and issuances.

b. Group Directors of Regional Mobile Groups:

1) Rank of Police Senior Superintendent;

2) Minimum one year experience as Group Director of Provincial Mobile groups, COPs of City Police Stations, Deputy Chief of PRO Staff Positions; and

3) Other mandatory requirements for placement under existing laws and issuances.

c. Chiefs of Regional National Support Units:

1) Rank of Police Senior Superintendent;

2) Minimum one year experience as Division Chiefs of NSUs, Assistance Regional Chiefs of NSUs, Provincial Chiefs of NSUs, Deputy Division Chiefs of NSUs; and

3) Other mandatory requirements for placement under existing laws and issuances.

d. Group Director, PPMGs:

1) Rank of Police Superintendent in permanent status;

2) Minimum one year experience as Deputy of PPMG, COP of Class "A" Municipal Police Stations, Section Chiefs of PRO Divisions; and

3) other mandatory requirements for placement under existing laws and issuances.

e. Chiefs of Police of NCRPO City Police Stations including COP of Pateros Police Station

1) RANK OF POLICE SENIOR SUPERINTENDENT;

2) Minimum one year experience as Deputy Chief of Division of NHQ Directorial Staff/ PROs/NSUs OR AS COP WITH AT LEAST ONE MORE YEAR BEFORE REACHING THE MAXIMUM TENURE, OR Deputy Chief of P/CPOs;

3) PSUPTs occupying PSSUPT positions for at least one (1) year; and

4) Other mandatory requirements for placement under existing laws and issuances.

f. Chiefs of Police of City Police Stations:

1) Rank of Police Superintendent in permanent status;

2) Minimum one-year experience as Deputy COP of City Police Stations, COP of Class "A" and "B" Municipal Police Stations; Section Chiefs of PRO Divisions; and

3) Other mandatory requirements for placement under existing laws and issuances.

g. Chiefs of Police of Class "A" Municipal Police Stations

1) Rank of Police Superintendent in permanent status;

2) Minimum one year experience as Deputy Group Director of PPMG, Deputy Chief of City Police Stations, Deputy Chief of Class "A" Municipal Police Stations, COP of Class "B" and "C" Municipal Police Stations; and

3) Other mandatory requirements for placement under existing laws and issuances.

h. Chiefs of Police of Class "B" Municipal Police Stations:

1) Rank of Police Chief Inspector in permanent status;

2) Minimum one year experience as Deputy COP of Class "A" Municipal Police Stations, COP of Class "C" Municipal Police Stations, Deputy PPMG; and

3) Other mandatory requirements for placement under existing laws and issuances.

i. Chiefs of Police of Class "C" Municipal Police Stations

1) Rank of Police Senior Inspector in permanent status;

2) Minimum one year experience as Deputy COP of Class "C" Municipal Police Stations, Action Officer of RHQ/PPO, Staff Officer of RMG/PMG, Station/Precinct Commanders of City Police Stations; and

3) Other mandatory requirements for placement under existing laws and issuances.

j. Line Staff Positions

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1.) The pool of staff line officers shall be given priority in the placement to PRO Staff positions in accordance with their respective fields of expertise or specialization as included in the Competency List of the different directorates. The following are the functional fields of specialization in the PNP (including all units and NSUs under their respective functional groupings):

DPRM - personnel administration and human resource management (HRM); qualified officers shall be conferred Human Resource Management Competency;

DHRDD- training and education; qualified officers shall be conferred Human Resource Development Competency;

DIDM - criminal investigation and detective management; qualified officers shall be conferred Investigation and Detective Management Competency;

DI - administrative, operational and strategic intelligence; qualified officers shall be conferred Intelligence Management Competency;

DO - operations management; qualified officers shall be conferred Operations Management Competency;

DPL - strategic planning and program management; qualified officers shall be conferred Strategic Planning Management Competency;

DPCR - police, community and media relations; qualified officers shall be conferred Strategic Communications Management Competency;

DC - fiscal management and comptrollership; qualified officers shall be conferred Comptrollership Executive Competency;

DL - logistics and supply chain management; qualified officers shall be conferred Logistics Management Competency; and

DRD - research and development (R & D); qualified officers shall be conferred , R & D Management Competency.

SECTION 9. Rating System- For purposes of objectivity in evaluating the merit and fitness of officers for selection and placement to certain positions and other positions of responsibility, the following criteria shall be considered as a guide:

a. Seniority (10%)

The relative seniority of an officer shall be based on the current Seniority Lineal List and not by his or her source of commissionship or date of commission or retirement. The [time-in-grade in the present rank shall be the primary determinant followed only by the length of service as police commissioned officer and the date of compulsory retirement if the candidates have the same TIG. The most senior in terms of time-in-grade automatically gets ten (10%) percent while the rest gets 1 % less for every full year difference in TIG.

b. Command and Leadership Competence (20%)

An officer's educational background and training normally determine his area of specialization and expertise. Candidates with education and trainings related to the position applied for gets the maximum points while those without related education and trainings gets 5% deduction. Since police work is diverse and multi-faceted, key positions and other positions of responsibility require not only managerial skills but also a strong academic foundation. Ratings under this criterion shall take into account the education and training that are relevant to the position. Recognition shall be given to officers who have shown outstanding achievements in the required courses/training.

c. Field and Administrative Duty Experience (20%)

This criterion shall determine the well-roundedness of an officer as determined by the balance of his past field and administrative duties. This shall take into consideration a more or less balanced assignment in an administrative capacity (staff and related functions) and field units involved in essential police functions of law enforcement, crime prevention and security operations, intelligence, investigation, and police community relations. Officers

without any field or administrative assignment automatically get a 5% deduction.

d. Geographical Assignment (15%)

The geographical assignment of an officer shall not be determined by the island grouping of his former units but rather the environment of the city or municipality in which he/she was assigned. This criterion shall take into consideration experience of an officer in a rural or urban setting, and whether he was assigned in a national, regional and local unit. Personnel assigned to maneuver operational units like PNP SAF, Regional Offices of NSU's and mobile training teams maybe considered as having served in the different regions or provinces where their units were actually deployed. Officers who have no urban or rural assignment get an automatic three (3%) percent deduction. Similarly, those who have no national, regional or local assignment get three (3%) percent deduction each.

e. Service Reputation (20%)

Under this criterion, the candidate shall be evaluated based on all information and records available to the Board. It shall consider the professional and persona! character of an officer based on feedbacks from his former chiefs, supervisors, directors, peers and superiors.

f. Awards, Recognition and Fitness (15%)

This criterion takes into account the awards and recognition received by a candidate in a PNP/Unit/Office Annual Awards (Best PCO) or based on his accomplishment of assigned tasks or mission, and fitness to cope up with the rigors of the job.

SECTION 10. Duties and Responsibilities

a. RPHRDD/Administrative Division

- 1) Shall act as Head, Secretariat of thePRO/NSUOPB; consolidate all evaluation ratings of the different directorates;
- 2) Office of Primary Responsibility (OPR) for the criteria (a) Seniority and (b) Awards, Recognition and Fitness; evaluate the candidates based on the said criteria;
- 3) OPR for the criterion Command, Leadership and Managerial Competence; - evaluate the candidates based on their command, leadership and managerial ' competence;
- 4) Prepare List of Eligibles;
- 5) Issue and implement orders for relief and designation; and
- 6) Perform other task as directed.

b. ROPD

- 1) OPR for the criterion Field and Administrative Duty; evaluate the well-roundedness of the candidates based on their field and administrative duties per- formed; and
- 2) Perform other task as directed.

c. RID

- 1) OPR for the criterion on Derogatory Records (DR), Counter Intelligence (CI) and Counter Background Investigation (CBI) as basis in the evaluation of the candidates reputation established through the years; and

2) Perform other task as directed. 6. RIDMD

1) Prepare and consolidate report of administrative and criminal cases of officers projected to key positions and other positions of responsibility, if any; and

2) Perform other task as directed.

SECTION 11. COMPLAINTS AND GRIEVANCES

a. The PRO/NSU Placement Board (PROP/NSUOPB) shall entertain complaints and grievances related to the implementation of the promotion and placement system within fifteen (15) days from the publication of the order

b. Complaints and grievances shall be submitted in writing and must be under Oath. The Board shall resolve such complaints expeditiously from receipt.

c. Officers who are currently holding the positions or other positions of responsibility as defined herein and are adversely affected by this Circular shall be allowed to complete their tour of duty unless sooner relieved by competent authority. Once relieved, these officers shall satisfy the mandatory requirements set forth in this Circular before they can be considered again for placement to another position.

SECTION 12. TRANSITORY PROVISIONS

a. There shall be a two-month information campaign to disseminate the provisions of this Circular. During this period, all senior officers not holding third level positions shall be given appropriate designations.

b. The PRO/NSU Officer's Placement Board shall then start implementing the provisions of this Circular after the said period,

SECTION 13. REPEALING CLAUSE.- All existing NAPOLCOM and PNP policies and issuances inconsistent with this Circular are hereby rescinded.

SECTION 14. EFFECTIVITY. This Memorandum Circular shall take effect after fifteen (15) days from the filing of a copy hereof at the University of the Philippine Law Center in consonance with Sections 3 and 4 of Chapter 2, Book VI of Executive Order No. 292, otherwise known as "The Revised Administrative Code of 1987", as amended,

Adopted; 18 Mar. 2008

(SGD.) RONALDO V. PUNO

Chairperson, Napolcom

(SGD.) CELIA V. SANIDAD-LEONES

Commissioner

(SGD.) MIGUEL G. CORONEL

(SGD.) PDG AVELINO I. RAZON, JR.

Commissioner

Commissioner

Attested by:

(SGD.) ADELMALYN A. MUNIEZA

Chief, Secretariat

[*] Text Available at Office of the National Administrative Register, U.P. Law Complex, Diliman Quezon City.

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