

CREATION OF A GRIEVANCE COMMITTEE

SC ADMINISTRATIVE CIRCULAR NO. 23-2001, May 30, 2001

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WHEREAS, in line with the Revised Policies on the Settlement of Grievance in the Public Sector contained in CSC Resolution No. 010113 dated January 10, 2001 and implemented through CSC Memorandum Circular No. 02, s. 2001, the SC adopts the Revised Policies on Grievance Machinery which seeks to promote harmony in the workplace and thereby foster the productivity of each member of the organization;

WHEREAS, a grievance regarding work-related issues which give rise to employee dissatisfaction shall be resolved expeditiously at all times at the lowest level possible in the agency and shall not be bound by legal rules and technicalities;

WHEREAS, pursuant to said CSC Circular, all agencies shall establish a grievance machinery to address grievances between or among government officials and employees;

NOW THEREFORE, a GRIEVANCE COMMITTEE is hereby created in the Supreme Court composed of the following:

Chairperson

-

Atty. Ma. Luisa D. Villarama

Vice Chairperson

-

Deputy Court Administrator Jose P. Perez

Members

-

Atty. Annaliza S. Ty-Capacite

-

Mrs. Ester Eje, Chief, Budget Division, FMBO

-

Mrs. Patrocinio V. Salazar, Chief, Employee Welfare and Benefits Division, OAS

-

Atty. Ma. Lourdes C. Perfecto, SCALE President

-

Mr. Jose G. Ang, SCEA President, to represent the rank and file employees in the 2nd level

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Ms. Melissa Muhi, to represent the rank and file employees in the 1st level

Bilis Aksyon Partner or Action Officer

-

Mr. Jacinto S. Serrano, Chief, Personnel Division, OAS

The Chairman shall designate the Secretary of the Committee and the OAS shall extend Secretariat Services to the Grievance Committee. Membership in the Committee shall be considered part of the members' regular duties.

The Committee shall prepare the SC Grievance Machinery; formulate its own internal policies, procedures and strategies and submit the same to the Court En Banc for its approval not later than 30 May 2001.

This Administrative Circular shall take effect UPON ITS ISSUANCE.

(Sgd.) HILARIO G. DAVIDE, JR.

Chief Justice

(Sgd.)JUSTICE JOSUE N. BELLOSILLO

(Sgd.)JUSTICE JOSE A.R. MELO

Chairman, Second Division

Chairman, Third Division

(Per A.M. No. 99-12-08-SC)

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