

AMENDMENT NO. 1 TO RULES IMPLEMENTING THE CODE OF CONDUCT AND ETHICAL STANDARDS FOR PUBLIC OFFICIALS AND EMPLOYEES

CSC MEMORANDUM CIRCULAR NO. 20, s. 1994, May 31, 1994

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/ba3080f4a29d/>

To insure a uniform implementation of the provisions of Section 8 of Republic Act No. 6713, otherwise known as the “Code of Conduct and Ethical Standards for Public Officials and Employees”, Section 1 (c), (d) and (f), RULE VII, PUBLIC DISCLOSURE of the implementing RULES are hereby amended, to read as follows:

(c) Where to File — The Statement of Assets, Liabilities and Network and the Disclosure of Business Interest and Financial Connections shall be filed by OFFICIALS AND EMPLOYEES at the Offices indicated opposite their positions:

WHERE TO FILE

OFFICIAL/EMPLOYEE
CONCERNED

National Office
of the Ombudsman

- President and Vice-
President OF THE
PHILIPPINES

CHAIRMEN AND
COMMISSIONERS OF
Constitutional COMMISSIONS
& OFFICES

Secretary of
the Senate

- Senators

Secretary General
of the House of
Representatives

- Congressmen

Clerk of
Court of the
Supreme Court

- Justices OF THE
SUPREME COURT,

COURT OF APPEALS,
SANDIGANBAYAN AND
COURT OF TAX APPEAL

Court Administrator

- Judges OF THE
REGIONAL TRIAL
METROPOLITAN
CIRCUIT TRIAL COURT
CITY COURT MUNICIPAL
AND SPECIAL COURTS

Office of the
President

- National Executive
Officials such as
Members of the Cabinet,
Undersecretaries &
Assistant Secretaries
including the Foreign
Service Officers (FSO)

- Heads of Government
Owned and Controlled
Corporations with
original charters and
their subsidiaries, and
State Colleges and
Universities

- Officers of the Armed
Forces from the rank of Colonel
or Naval Captain

Deputy
Ombudsman
in their respective
region

- Regional Officials and
Employees OF
DEPARTMENTS,
BUREAUS AND
AGENCIES OF THE
NATIONAL GOVERNMENT
INCLUDING THE JUDICIARY
AND CONSTITUTIONAL
COMMISSIONS AND
OFFICES

- REGIONAL Officials
and Employees of
Government-Owned
and Controlled
Corporations and their
subsidiaries in the
region

- ALL OTHER Officials
and Employees of
State Colleges and
Universities

- REGIONAL Officers
below THE RANK OF
COLONEL OR NAVAL
CIVILIAN PERSONNEL
CAPTAIN INCLUDING
OF THE AFP

- REGIONAL OFFICIALS
AND EMPLOYEES OF
THE PNP

- PROVINCIAL OFFICIALS
AND EMPLOYEES
INCLUDING
GOVERNORS, VICE-
GOVERNORS
AND SANGGUNIANG
PANLALAWIGAN
MEMBERS

- MUNICIPAL AND CITY
OFFICIALS AND
EMPLOYEES
INCLUDING MAYORS,
VICE-MAYORS,
SANGGUNIANG BAYAN/
PANLUNGSOD MEMBERS
AND BARANGAY
OFFICIALS

Civil Service
Commission

- ALL OTHER CENTRAL
OFFICIALS AND EMPLOYEES
OF DEPARTMENTS, BUREAUS
AND AGENCIES OF
THE NATIONAL GOVERNMENT
INCLUDING THE JUDICIARY AND
CONSTITUTIONAL

COMMISSION AND
OFFICES AS WELL AS
GOVERNMENT-OWNED
AND CONTROLLED
CORPORATIONS AND
THEIR SUBSIDIARIES

- APPOINTIVE OFFICIALS
AND EMPLOYEES OF
THE LEGISLATURE

- ALL OTHER CENTRAL
OFFICERS BELOW THE
RANK OF COLONEL OR
NAVAL CAPTAIN AS
WELL AS CIVILIAN
PERSONNEL OF THE
AFP

- ALL OTHER CENTRAL
OFFICIALS AND
EMPLOYEES OF THE
PNP

(d) SUBMISSION OF SWORN STATEMENTS

OFFICIALS AND EMPLOYEES WHO ARE REQUIRED TO FILE THEIR SWORN STATEMENTS WITH THE CIVIL SERVICE COMMISSION MUST ACCOMPLISH THE FORM (ANNEX A, REVISED, 1994) [*] IN TRIPLICATE AND SUBMIT THE ORIGINAL AND DUPLICATE COPIES TO THE ADMINISTRATIVE/PERSONNEL DIVISION/UNIT IN THEIR RESPECTIVE AGENCIES NOT LATER THAN APRIL 30. THE CHIEF OF THE ADMINISTRATIVE/PERSONNEL DIVISION/UNIT MUST THEN TRANSMIT ON OR BEFORE 30 JUNE OF EVERY YEAR, ALL ORIGINAL COPIES OF THE SWORN STATEMENTS THEY RECEIVED ARRANGED ALPHABETICALLY AND BOUND WITH A COVERING LIST OF FILERS IN ALPHABETICAL ORDER TO THE:

OFFICE FOR CENTRAL PERSONAL RECORDS CIVIL SERVICE COMMISSION CONSTITUTION HILLS,
BATASAN COMPLEX DILIMAN, QUEZON CITY

OTHER OFFICES MAY PRESCRIBE A DIFFERENT PROCEDURE FOR FILING.

(f) Married couples who are both public officials or employees may file the required statement jointly or separately. A JOINT STATEMENT SHALL BE SIGNED BY BOTH SPOUSES AND SHALL BE FILED IN THEIR RESPECTIVE OFFICES.

The attached revised form (Annex A, Revised 1994) [*] has been approved by the Civil Service Commission to be used by all concerned effective 1995. This form shall be reproduced back to back in one sheet of paper. The instructions previously printed at the back of the old form shall be reproduced separately for personal use of the individual filer.

This Memorandum Circular shall take effect after fifteen (15) days from its publication in a newspaper of general circulation.

Adopted: 31 May 1994

(SGD.) PATRICIA A. STO. TOMAS

Chairman

[*] Text available upon request at the Office of the National Administrative Register (ONAR), U.P. Law Center, Diliman, Quezon City.

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