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MEMORANDUM

TO : ALL HEADS OF OFFICES, BUREAU DIRECTORS AND REDS  
DENR Central Office, Bureaus and Regional Offices

ATTN.: THE CHAIRPERSONS  
Personnel Selection Board

FROM : THE UNDERSECRETARY FOR MANAGEMENT AND  
TECHNICAL SERVICES

SUBJECT : NEW POLICIES ON QUALIFICATION STANDARDS

DATE : FEB 17 2004

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Quoted hereunder is Section 12 of the Revised Policies on Qualification Standards as contained in CSC MC No. 12, S. 2003:

“12. The following positions are exempt from the master’s degree requirement:

- A. Division Chief positions whose duties involve practice of profession regulated by bar/board laws shall require only the corresponding Professional Board License (RA 1080) or Certificate of Admission to the BAR (RA 1080). However, for one having an RA 1080 eligibility to be appointed to a Division Chief position that does not involve practice of his/her profession or practice of other professions, he/she must have a master’s degree, provided that, this does not apply to licensed lawyers and doctors.

Illustration

A master’s degree shall be required if a licensed Civil Engineer will be appointed to other positions not covered by the Civil Engineering Board Law such as Administrative Officer V, Planning Officer V, or Human Resource Management Officer V.

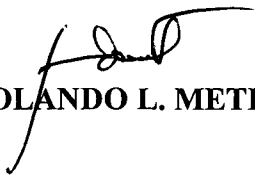
Illustration

A master's degree shall not be required if a full-fledged lawyer or doctor will be appointed to Division Chief positions that do not require practice of other professions.

B. Staff positions that are equivalent to division chief, like Executive Assistant VI, Conciliator, and other positions as may be determined by the Commission; and

C. Third level positions”

For your information and guidance.



**ROLANDO L. METIN**

*Memo-A*