

[EXECUTIVE ORDER NO. 540, June 19, 1979]

**PROVIDING FOR A PHILIPPINE FOREIGN TRADE SERVICE CORPS
IN THE MINISTRY OF TRADE AND FOR OTHER PURPOSES**

WHEREAS, it is the policy and objective of the Philippine Government to encourage the growth of markets for Philippine products abroad;

WHEREAS, the task of a foreign trade service differs in focus from that of the general run of a diplomatic service in that the mission of the foreign trade service, particularly for a developing country, is to get more of its exports sold to the rest of the world, while the usual mission of its diplomatic service is to get the country esteemed abroad; and

WHEREAS, Executive Order No. 523 prescribes guidelines in the restructuring of the Foreign Service of the Philippines and in particular the definition of goals and objectives of diplomatic missions abroad on the promotion and expansion of Philippine exports, the attraction of foreign tourists to visit the Philippines and the promotion of investments in Philippine enterprises;

NOW, THEREFORE, I, FERDINAND E. MARCOS, President and Prime Minister of the Philippines do hereby order the following:

SECTION 1. Foreign Trade Service Corps. – There shall be a Foreign Trade Service Corps in the Ministry of Trade, which shall be career in nature and where the appointments shall be made in the manner prescribed in this Order.

SECTION 2. Functions and Duties. – The Corps shall have the following duties and functions:

- a) Explore and develop the potentials of Philippine products in different export markets.
- b) Extend to Philippine businessmen, producers and exporters, assistance in establishing business connections with importers and the business communities of different export markets.
- c) Monitor the commercial, industrial, and general economic conditions, as well as non-economic conditions, affecting Philippine products in the various export markets.
- d) Encourage the inflow of foreign investments into priority investment areas of the Philippine Government.
- e) Make representation for the reduction and/or elimination of tariff and non-tariff barriers, affecting the entry of Philippine products of a particular export market.

f) Participate in such international forum having to do with international trade and trade policies.

g) Facilitate the export of Philippine products in particular markets abroad.

SECTION 3. Foreign Trade Service Board. – There is hereby created a Foreign Trade Service Board, hereinafter referred to as the Board, to be composed of the Deputy Minister of Trade as Chairman, a representative from the Civil Service Commission to be designated by the Chairman and the Director-General for Administration of the Ministry of Foreign Affairs, as members.

SECTION 4. Functions of the Board. – The Board shall have the following functions.

a) Prescribe and implement such guidelines for the recruitment of Foreign Trade Service Officers, including the receipt and certification of applications for the foreign trade examinations based on the qualifications provided herein, and the preparation, conduct and grading of written, oral and such other examinations as may be required;

b) Recommend the appointment and promotion of competent qualified persons in the Foreign Trade Service Corps;

c) Evaluate the performance of members of the Corps, according to set standards; and

d) Prescribe such policies and procedures to govern the administration, career development and personnel management of the Corps.

SECTION 5. Categories of Personnel. – The Foreign Trade Service Corps shall be composed of the following categories of personnel:

Class	Designation	Grades
I	Special Trade Representative	
II	Trade Service Officer	1, 2, 3, 4
III	Trade Service Staff Officer	1, 2, 3

The basis for classification of the Foreign Trade Service Officers in the foregoing categories shall be according to guidelines that shall be prescribed by the Board and approved by the Civil Service Commission.

SECTION 6. Salaries and Other Compensation. – The salary and compensation scheme for the Foreign Trade Service Corps shall be equivalent to the rates fixed for Foreign Service personnel under PD 905 and Letter of Implementation 63 and such other orders and rules applicable to the Foreign Service, provided, that the assimilated ranks of the Corps shall be as follows:

Class	Designation	Assimilated Ranks
I	Special Trade Representative	Career Counselor