

**[ CSC MEMORANDUM CIRCULAR NO. 05, S. 1995,  
March 23, 1995 ]**

**AMENDMENT OF RULE X OF THE OMNIBUS CIVIL SERVICE RULES  
AND REGULATIONS IMPLEMENTING BOOK V OF EO NO. 292 AND  
CSC MC NO. 3, S. 1992 AND GUIDELINES ON THE SEARCH FOR  
OUTSTANDING PUBLIC OFFICIALS AND EMPLOYEES**

Pursuant to Section 35, Chapter V of Executive Order No. 292 and CSC Resolution No. 95-2172 dated March 23, 1995, the following are the revised implementing guidelines on the Search for Outstanding Public Officials and Employees:

**I**

**Category of Awards**

1. **Presidential or LINGKOD BAYAN AWARD** is conferred to an individual for consistent dedicated performance exemplifying the best in any of the profession or occupation resulting in the successful implementation of an idea or performance which is of significant effect to the public or principally affects the national interest, security and patrimony.

**The Lingkod Bayan Award** is in the form of gold (gilded) medallion and plaque containing the citation and signature of the President of the Philippines.

2. **Civil Service Commission or PAGASA AWARD** is conferred to a **group of individuals or team** who has demonstrated outstanding teamwork and cooperation which resulted in the successful achievement of its goal and greatly improved/facilitated the delivery of public service, effected economy in operation, improved working condition, or otherwise benefited the government.

**The Pagasa Award** is in the form of a gold (gilded) medallion and a plaque containing the citation and signature of the Chairman of the Civil Service Commission.

**II**

**Qualifications**

Nomination shall be open to all officials and employees in the career and non-career service of the national and local governments, including those in the state universities and colleges, and government-owned or controlled corporations with original charters.

Officials and employees nominated for both awards must:

1. be in the government service at the time of nomination (except posthumous).

2. have been rated at least Very Satisfactory or its equivalent for the last two (2) consecutive rating periods prior to his/her nomination;
3. have not been found guilty of any administrative or criminal offense involving moral turpitude nor have any pending case against him/them at the time of nomination.
4. be a recognized team/group in the agency, in the case of Pagasa Award.

### **III**

#### **Criteria for Evaluation**

In the evaluation of the accomplishments of nominees, the following criteria shall be considered:

#### **1. LINGKOD BAYAN AWARD**

1.a. **Performance; noteworthiness** - the extraordinary act is easily distinguishable for its relevance, uniqueness and originality.

1.b. **Impact of achievement** - powerful effect; the employee has created a powerful and rifling effect to the agency where he belongs and to the agency's clientele.

1.c. **Reliability and effectiveness** - product of research and careful planning; it efficiently does what it intends to do.

1.d. **Economy of operation** - the idea, suggestion or invention institutes cost-cutting measures, maximizes use of office time, manpower and resources.

1.e. **Consistency of performance** - the nominee has manifested a strong desire for outstanding performance based on historical work record.

#### **2. PAGASA AWARD**

2.a. **Performance** - manner of operating or functioning. The accomplishment is easily distinguishable for its relevance, uniqueness and originality.

2.b. **Impact of achievement** - the team performance has created a powerful effect to the agency where they belong and to the agency's clientele

2.c. **Reliability and effectiveness** - product of research and careful planning; it efficiently does what it intends to do.

2.d. **Economy of operation** - the idea, suggestion or invention institutes cost-cutting measures, maximizes use of office time, manpower and resources.

2.e. **Demonstrated teamwork cooperation and camaraderie; cohesiveness** - includes how attractive the group is to its members, how motivated members are to remain in the group and the degree to