

**[ CSC MEMORANDUM CIRCULAR NO. 48, November 15, 1990 ]**

**POLICY ON THE REQUIREMENTS OF CLEARANCES ON THE  
ISSUANCE OF APPOINTMENTS**

Pursuant to Resolution No. 90-1036 dated November 15, 1990 the Civil Service Commission has adopted a uniform policy on the requirements of clearances submitted prior to the issuance of any appointment in the civil service.

In view of its desire to simplify the appointment process, to avoid red tape and unnecessary delay in the issuance of appointments, the Commission hereby limits the requirement on clearances for purposes of appointment to the following:

- A. For Original Appointments — NBI clearance
- B. For Reinstatement/Reemployment — NBI Clearance; clearance from previous /former office or agency
- C. Renewal of Temporary, Casual or Contractual — No need for new clearances.

Other than the above, no other clearance need be submitted for the issuance of appointments.

Adopted: 15 Nov. 1990

(SGD.) PATRICIA A. STO. TOMAS  
*Chairman*



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