

**[DBM NATIONAL BUDGET CIRCULAR NO. 470,
May 15, 2000]**

**ADDITIONAL EXEMPTION FROM ADMINISTRATIVE ORDER NO.
100, DATED 01 DECEMBER 1999**

1. Purpose

To provide guidelines relative to the authority delegated by the President to the Secretary of Budget and Management to grant additional exemption on the filling of positions other than those specifically exempted under Section 2 of Administrative Order (AO) No. 100 and Item 3.2 of National Budget Circular No. 466.

2. Guidelines

2.1 Heads of agencies may fill the following positions whether on a permanent, temporary, casual or contractual basis:

2.1.1 Without need of DBM approval

2.1.1.1 medical and allied medical positions in hospitals;

2.1.1.2 uniformed personnel involved in national security and maintaining peace and order of the Armed Forces of the Philippines and the Philippine Coast Guard;

2.1.1.3 faculty positions in TEIs, HEIs and SUCs, Technical/Vocational Schools and Non-Chartered Tertiary Schools;

2.1.1.4 positions In Foreign-Assisted Projects (FAPs) and Locally-Funded Projects (LFPs).

2.1.1.5 positions of confidence appointment to which are coterminous with the tenure or based on the trust and confidence of the appointing authority or the officials they serve;

2.1.1.6 positions which are one of a kind such as the lone accountant or cashier, regardless of level, in an organizational unit equivalent to a bureau of an entity, or an operating unit as defined under National Budget Circular No. 469 including schools divisions, national high schools, Higher Education Institutions (HEIs), Technical Education Institutions (TEIs) and external campuses of State Universities and Colleges (SUCs);

2.1.1.7 information technology positions in the management information unit of an agency as indicated in the information Technology Group of the IOS;

2.1.1.8 positions for "local hires" of the Department of Foreign Affairs; and

2.1.1.9 positions in Government-Owned and -Controlled Corporations (GOCCs) and Government Financial Institutions (GFIs) not receiving budgetary support/subsidy from the National Government (NG) starting by 1997.

2.1.2 Subject to approval of the Department of Budget and Management (DBM)

2.1.2.1 positions involved in national security and maintaining peace and order as indicated in the Defense and Security Service of the Index of Occupational Services, Position Titles and Salary Grades (IOS), except those under Item 2.1.1.2 hereof;

2.1.2.2 positions in newly created, reorganized or streamlined agencies as authorized by law or directed by the President and whose staffing patterns were approved in 1999 and before May 2000; and

2.1.2.3 positions which creation or conversion was approved by DBM in 1999 and before May 2000;

2.2 Requests for filling of positions under Item 2.1.2 hereof shall be supported with the following documents:

2.2.1 List of positions to be filled identified by Item Number as appearing in the staffing pattern approved by DBM and/or Personal Services Itemization/Plantilla of Personnel for FY 1999;

2.2.2 Justification for the proposed filling of positions;

2.2.3 Certification of the Financial Management Service Chief or Budget Officer and the Head of agency as to the source and availability of allocation for the proposed filling of positions; and

2.3 Filling of positions pursuant to this Circular and those that were previously authorized by the President outside of AO 100 shall be subject to the following conditions:

2.3.1 For National Government Agencies (NGAs) and SUCS