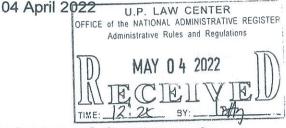


## BUREAU OF CUSTO

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

CUSTOMS MEMORANDUM ORDER No. 10-2022



SUBJECT: Rating Criteria for Selection and Evaluation of Candidates for Hiring and Promotion to First and Second Level Positions, including Executive Managerial Positions in the Bureau of Customs

1.0 Pursuant to Civil Service Commission (CSC) Memorandum Circular (MC) No. 3, s. 2001 and CSC MC No. 14, s. 2018 or the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA Revised 2018), this Customs Memorandum Order hereby adopts the following set of rating criteria for evaluation of candidates for hiring and promotion to First<sup>1</sup> and Second<sup>2</sup> Level Positions, including executive managerial, in all Groups, Offices, and Collection Districts of the Bureau of Customs:

CRITERIA	RATING
Qualification Standards	25%
a. Educational Attainment	
b. Work Experience	
c. Trainings	
d. Eligibility	
Examination	50%
Interview	25%
TOTAL	100%

2.0 Repealing Clause

This Order revokes Customs Memorandum Order No. 34-2016 dated 22 December 2016

3.0 Effectivity

This Order shall take effect immediately and shall last until revoked.

**Bureau of Customs** CENTRAL RECORDS MET. DIVISION

FIED TRUE COPY GARET G. MANALAYSAY AdministrativeOfficer V

REY LEONARDO B. GUERRERO

Commissioner

<sup>&</sup>lt;sup>1</sup> First level positions include clerical, trades and crafts, and custodial service wnich involve sup-professional work in a non-supervisory or supervisory positions capacity, requiring less than four (4) of collegiate studies.

<sup>&</sup>lt;sup>2</sup> Second level positions include positions in professional, technical, and scientific work in non-supervisory capacity up to Division Chief level, requiring at least four (4) years of collegiate studies.