



Republic of the Philippines  
Province of Oriental Mindoro  
**MUNICIPALITY OF BANSUD**

**OFFICE OF THE MUNICIPAL MAYOR**

31 August 2021

**MEMORANDUM:**

**NO :** 2021 - 018

**TO :** ALL MUNICIPAL OFFICIALS, DEPARTMENT HEADS AND EMPLOYEES

**SUBJECT :** CELEBRATION OF 121<sup>ST</sup> ANNIVERSARY OF PHILIPPINE CIVIL SERVICE

Pursuant to Presidential Proclamation No. 1050, series of 1997 declaring the month of September as Civil Service Month, the Civil Service Commission (CSC) will be spearheading the 121<sup>st</sup> Anniversary of the Philippine Civil Service in September 2021. This is in observance of the establishment of the Philippine Civil Service by virtue of Public Law No. 5 (An Act for the Establishment and Maintenance of an Efficient and Honest Civil Service in the Philippine Islands) on September 19, 1900.

The Civil Service Commission is also introducing a 10-year overarching theme: *Transforming Public Service in the Next Decade: Honing Agile and Future-Ready Servant Heroes*, reflecting the path the civil service has to take to build on the gains of last year's modernization efforts in the wake of the Covid-19 pandemic, and the role of Human Resource in building a competent and credible workforce under the new normal.

The Municipal Government of Bansud is joining the nationwide celebration with fitting activities. Enclosed is the Program of Activities and the list of working committees to ensure its success. Please no leave of absence and travel on September 30, 2021 which is our Family Day.

For any clarification, please coordinate with the Human Resource Management Office.

The usual cooperation and participation of all is highly expected.

*Prodyang 9-03-21*  
*Prodyang*

*[Signature]*

**RONALDO M. MORADA**  
Municipal Mayor *[Signature]*

**Celebration of the 121<sup>st</sup> Anniversary of Philippine Civil Service  
September 1 – 30, 2021**

**WORKING COMMITTEES**

<b>Date</b>	<b>Activity</b>	<b>Participants</b>	<b>Venue</b>	<b>Remarks</b>
September 1, 2021 (Wednesday)	Hanging of Agency Tarpaulin	HRMO Staff	Facade of Municipal Building	
September 6, 2021 (Monday)	Announcement of the Civil Service Celebration activities	All Municipal Officials & Employees	Municipal Quadrangle	
September 10, 2021 4:00 P.M – (Friday)	Zumba/Physical Fitness	All Municipal Officials & Employees PNP, BJMP, BFP	Front of the Municipal Building or around the flagpole	
September 14 – 15, 2021 (Tuesday & Wednesday)	Event/Activity Organizing Seminar	Selected Rank and File Employees	GAD Building	
September 22 – 23, 2021 (Tuesday & Wednesday)	Values Orientation (Formation) Workshop	Laborers, Job Orders and Rank and File Employees	GAD Building	
September 28, 2021	Contest - Encoding/Typing Speed - Correspondence/ Letter Writing - Spelling - Proper Spacing - Over-all Appearance  - General Information - About Organization - Civil Service Laws, Rules and Regulation (Basic) as well as of the	Rank and File Employees	GAD Building	

September 30, 2021 (Thursday)	<p style="text-align: center;"><b>LGU-Bansud</b></p> <p style="text-align: center;"><b>Family Day</b></p> <ol style="list-style-type: none"> <li>1. Awarding (Contest)</li> <li>2. Recognition of employees who excels among their peers</li> <li>3. Raffle Draw</li> <li>4. Singing Contest</li> </ol> <p style="text-align: center;">- Department Heads - Rank and File - Job Order - Laborers</p>	All Municipal Officials and Employees		
----------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------	--	--

**WORKING COMMITTEES**

<b><u>Committee</u></b>	<b><u>Department/Person-in-Charged</u></b>
1. Over-all Coordinator	- MHRMO
2. Committee on Program	- MPDO
3. Committee on Zumba	- MSWDO
4. Committee on Attendance	- Ms. Maria Elena R. Maapoy c/o Ms. Gilda G. Sarenas/ Ms. Sevilla Y. Dapula
5. Committee on Food Preparation	- Mr. Jovy M. Abalos
6. Committee on Sound System	- Engr. Nonilon Q. Matira/ Mr. Criseldo A. Nuestro
7. Committee on Raffle Draw	- MTO c/o Ms. Iren Carcosia Mr. Joselito P. Garejo
8. Committee on Prizes	- GSO
9. Committee on Tent Preparation/ Installation	- Accounting, MCR, Assessor and MBO
10. Committee on Tables and Chairs	- Mr. Eufonio I. Mogol
11. Committee on Food and Drinks Distribution	- Mr. Kevin Fajutagana and Mr. John Lerry de Torres
12. Committee on Cleanliness and Orderliness	-
13. Committee on Documentation	-