

Office of the President
of the Philippines
Malacañang

MFN 3106

MEMORANDUM CIRCULAR NO. 161

**CONDUCT OF MANAGEMENT APTITUDE TEST BATTERY
(MATB) FOR INCUMBENTS OF CES POSITIONS IN THE
OFFICE OF THE PRESIDENT AND OP-ATTACHED AGENCIES**

In line with CESB Circular No. 13, series of 1997, the Career Executive Service Board (CESB) in coordination with this Office will conduct a Management Aptitude Test Battery (MATB) for all incumbents of CES positions in the Office of the President (Proper) and in OP-attached agencies on October 4, 1997. The MATB is being conducted to professionalize the Career Executive Service.

In this connection, all incumbents of CES positions in the OP Proper and OP attached agencies are enjoined to take the said test, at the venue to be announced by the CESB.

Applicants must hold a bachelor's degree and must have no pending administrative and/or criminal case to qualify to take the said test. Qualified applicants must submit the following requirements, together with the accomplished application form directly to the office of Dir. Floriño O. Ibañez, Personnel Office, Office of the President Proper, Room 405, 4th Floor, Old GSIS Building Arroceros, Manila:

- a. Certified xerox copy of appointment to present position;
- b. Service record properly authenticated;
- c. Certificate of no pending case from the head of office or Legal Office;
- d. Two (2) recent I.D. pictures, size 2" x 2"; and
- e. An admission fee of THREE HUNDRED PESOS (P300.00) in cash or in postal money order payable to the Career Executive Service Board. No personal check will be accepted.

Deadline for submission of the above: September 19, 1997.

By authority of the President:


LUIS C. LIWANAG II
Senior Deputy Executive Secretary

Manila, July 30, 1997



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