Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BAYBAY CITY

May 21, 2026

DIVISION MEMORANDUM
No. 421 s, 2026

ENJOINING JUNIOR HIGH SCHOOL AND SENIOR HIGH SCHOOL COMPLETERS TO TAKE THE CAREER SERVICE EXAMINATION – PEN AND PAPER TEST (CSE-PPT) FOR PROFESSIONAL AND SUBPROFESSIONAL LEVELS

TO : Assistant Schools Division Superintendent
Clusters In-Charge
District Selection Committee
School Administrators
All Others Concerned

1. Pursuant to CSC Resolution No. 2500229, the Civil Service Commission (CSC) recognizes **Senior High School (SHS) graduates under the Technical-Vocational-Livelihood (TVL) Track and Junior High School (JHS) completers with relevant technical-vocational courses** as qualified for first-level government positions, subject to existing qualification standards and applicable laws, rules, and regulations.

2. In line with this, all qualified learners who are at least eighteen (18) years old and have completed JHS or SHS are encouraged to take the Career Service Examination – Pen and Paper Test (CSE-PPT) for the Professional and Subprofessional Levels.

3. The CSE-PPT is scheduled on **August 9, 2026**, while the **application period is from May 14 to June 10, 2026**.

4. Schools are encouraged to assist interested applicants by:

a. Disseminating information on qualifications, requirements, and application procedures;
b. Providing review materials and review sessions based on the examination coverage; c. Integrating CSE-PPT review activities with existing college and career preparatory programs; and
d. Coordinating with the concerned CSC Field Offices for updates and announcements regarding the examination.

6. Wide and immediate dissemination of this memorandum are highly desired.

MANUEL P. ALBAÑO, PhD., CESO V
Schools Division Superintendent

5/21/26

Incl.: CSC Resolution No. 2500229
Reference: DepEd Memo No. 032, s. 2026, CSC Resolution No. 2500229
To be indicated in the perpetual index under the following subjects:

JHS *SHS* *CSE*

BAYBAY CITY DIVISION
RELEASED
DATE MAY 21 2026
BY: 2:00
BAYBAY CITY, LEYTE

Address: Diversion Road, Barangay. Gaas, Baybay City, Leyte
Telephone #: (53) 563-7615
Email Address: baybay.city @deped.gov.ph

Republic of the Philippines

Department of Education

MAY 19 2026

DepEd MEMORANDUM
No. 032 , s. 2026

ENJOINING JUNIOR HIGH SCHOOL AND SENIOR HIGH SCHOOL COMPLETERS TO TAKE THE CAREER SERVICE EXAMINATION-PEN AND PAPER TEST FOR THE PROFESSIONAL AND SUBPROFESSIONAL LEVELS

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Secondary School Heads
Attached Agencies
All Others Concerned

1. Pursuant to the CSC Resolution No. 2500229 entitled "Amendment to the Education Requirement for First Level Positions in the Government," the Civil Service Commission (CSC) formally recognizes Senior High School (SHS) or K to 12 Curriculum graduates under the Technical-Vocational-Livelihood Track, as well as completers of Junior High School with relevant technical-vocational course, as eligible for first-level government positions, subject to the applicable qualification standards and other requirements prescribed by law, rules, and regulations.

2. The said resolution revises the existing educational requirements for first-level government positions in alignment with the Department of Education's (DepEd) curriculum reforms and expands opportunities for completers and graduates to access civil service and government employment opportunities.

3. In line with this, **learners who are at least 18 years old and have completed JHS or SHS are strongly encouraged to take the Career Service Examination-Pen and Paper Test (CSE-PPT) for the Professional and Subprofessional Levels**.

4. The CSE-PPT for Professional and Subprofessional Levels this year will be administered on **August 9, 2026**, with the application period set from **May 14 to June 10, 2026**.

5. The application qualifications and requirements are provided in the **enclosure**, Examination Announcement No. 03, s. 2026.

6. Regional Offices and School Division Offices are enjoined to support their schools in encouraging and assisting interested applicants for the CSC Examination. These may include, but are not limited to, the following:

a. Actively sharing the information about the qualifications, requirements, and processes with potential examinees;

b. Providing review materials and conducting review sessions based on the scope of the exam, as indicated in the enclosure;

c. Integrating CSE-PPT review with other college preparatory activities provided by the schools; and

d. Coordinating with the relevant CSC Field Offices for any local announcements related to the application process.

7. This Memorandum shall take effect upon its approval, issuance, and fifteen (15) days after its publication on the Official Gazette or a newspaper of general circulation and filing with the Office of the National Administrative Register (ONAR) at the University of the Philippines Law Center (UPLC) UP Diliman, Quezon City."

8. For inquiries or clarifications, please contact the **Strengthened SHS Technical Working Group Secretariat**, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City, through email at strengthenedshs@deped.gov.ph.

9. Immediate dissemination of this Memorandum is desired.

SONNY ANGARA
Secretary

Encl.:
As stated

Reference:
None

To be indicated in the Perpetual Index under the following subjects:

EXAMINATIONS
JUNIOR HIGH SCHOOL
LEARNERS
SCHOOL
SENIOR HIGH SCHOOL
TEST

(Enclosure to DepEd Memorandum No. 032, s. 2026)

CIVIL SERVICE COMMISSION
Republic of the Philippines

Examination Announcement No. 03, s. 2026

ANNOUNCEMENT

The Civil Service Commission (CSC) announces the conduct of the

Career Service Examination, Pen and Paper Test (CSE-PPT)
for Professional and Subprofessional Levels
09 August 2026

To establish a Register of Eligibles (RoE) from which certification and appointment to first and second level positions in the civil service, except those involving practice of profession and/or are covered by special laws, shall be made, provided the eligibles meet the qualifications and other requirements of the positions. The RoE may also be a reference for employment in the private sector.

Date of Examination	Application Period		Target Release Date of Test Results
	From	To	
09 August 2026	14 May 2026	10 June 2026	12 October 2026[1]

Note: *Acceptance of applications shall be on a **FIRST-COME, FIRST-SERVED** basis and may be closed any time before the deadline once the CSC Regional/Field Office has already reached the target number of applicants.*

A. TESTING CENTERS

Applicants must communicate/coordinate with the CSC Regional Office (CSC RO), or CSC Field Office (CSC FO), where they intend to take the examination regarding the available exam slots. A complete directory of CSC Regional and Field Offices nationwide is available at the CSC Website www.csc.gov.ph for reference. Following are the Testing Centers per region:

REGION	TESTING CENTER/S
I	San Fernando City (La Union) Vigan City Candon City Laoag City Urdaneta City Lingayen, Pangasinan

[1] may be subject to adjustment depending on the actual number of examinees.

REGION	TESTING CENTER/S
II	Tuguegarao City Cauayan City Bayombong, Nueva Vizcaya Diffun, Quirino
III	City of San Fernando (Pampanga) Malolos City Cabanatuan City Balanga City Baler, Aurora Tarlac City Zambales
IV	Imus City Sta Cruz, Laguna Batangas City Morong, Rizal Lucena City San Jose, Occidental Mindoro Calapan City Boac, Marinduque Odiongan, Romblon Puerto Princesa City
V	Legazpi City Daraga, Albay Daet, Camarines Norte Naga City Pili, Camarines Sur Sorsogon City Virac, Catanduanes
VI	Iloilo City Bacolod City Roxas City Kalibo, Aklan San Jose, Antique Jordan, Guimaras
VII	Cebu City Lapu-lapu City Dumaguete City Bayawan City Tagbilaran City Trinidad, Bohol Larena, Siquijor
VIII	Tacloban City Maasin City Catbalogan City Borongan City Catarman, Northern Samar Naval, Biliran
IX	Zamboanga City Pagadian City Dipolog City

REGION	TESTING CENTER/S
X	Cagayan de Oro City Iligan City Valencia City Mambajao, Camiguin
XI	Davao City Digos City Tagum City Mati City Nabunturan, Davao de Oro
XII	Koronadal City General Santos City Kidapawan City Tacurong City
NCR	Quezon City Makati City Pasay City Taguig City Manila Caloocan City
CAR	Baguio City La Trinidad, Benguet Bangued, Abra Tabuk City Bontoc, Mountain Province Lamut, Ifugao Luna, Apayao
Caraga	Butuan City Cabadbaran City San Francisco, Agusan del Sur Surigao City Tandag City San Jose, Dinagat Islands
BARMM	Cotabato City Iligan City Jolo, Sulu Bongao, Tawi-tawi

B. QUALIFICATION / ADMISSION REQUIREMENTS

All applicants must meet the following qualification requirements:

1. Filipino citizen;
2. At least 18 years old on the date of filing of application;

   Note: a) Those who are able to file their application but are found non-compliant with the age requirement before the examination day shall be disqualified to take the test, and their examination fee shall be forfeited.

   b) On the other hand, the examination of those who were able to take the test but are later found non-compliant with the age requirement, shall be cancelled (*i.e.*, no longer to be processed).

3. Of good moral character;

4. Has not been convicted by final judgment of an offense or crime involving moral turpitude, or disgraceful or immoral conduct, dishonesty, examination irregularity, drunkenness, or addiction to drugs;

5. Has not been dishonorably discharged from the military service, or dismissed for cause from any civilian position in the government;

6. Has not taken the same level of Career Service Examination, either through PPT or other test modes, within three (3) months before the date of examination, as illustrated below: and

Date of Examination	3-month Prohibition Period on Taking the Same Level of Examination (PPT, or CSC COMEX)	
	From	To
09 August 2026	08 May 2026	08 August 2026

7. **Has not previously taken and passed the same level of the Career Service Examination being applied for, either through PPT or other test modes.**

Note: *a) Approval of applications may be RECALLED ANY TIME UPON DISCOVERY OF APPLICANT'S DISQUALIFICATION, for which the EXAMINATION FEES PAID SHALL BE FORFEITED.*

b) Applicants holding dual citizenship under R.A. 9225 (Citizenship Retention and Re-acquisition Act of 2003), and those recognized as citizens of the Philippines under Sec 1, Article IV of the 1987 Philippine Constitution, may apply for and take the examination upon presentation of pertinent document/s, and meeting of all the other admission and application requirements for the examination.

c) Applicants with pending administrative or criminal cases may take the examination and shall be conferred the eligibility if they successfully pass the same. However, this is without prejudice to the outcome of their pending cases. If they are found guilty, their eligibility shall be cancelled based on the penalties imposed in the decision and under existing Civil Service Law and Rules [e.g. Section 73 (a) of the 2025 Rules on Administrative Cases in the Civil Service].

d) The Bar examination given by the Supreme Court of the Philippines and the Board examinations given by the Professional Regulation Commission are declared civil service examinations under Republic Act (RA) No. 1080. Accordingly, and as set forth in CSC Resolution No. 90-1212, Bar and Board examinations passers are automatically considered as civil service eligibles. Along this line, based on RA No. 10635, passers of the examination for marine deck and engine officers given by the Maritime Industry Authority are considered as falling under the contemplation of RA No. 1080. Thus, they may opt not to take the Career Service examination anymore.

Also, the following individuals may opt not to take the Career Service examination anymore:

> *Passers of Career Service Examination for Foreign Service Officer as the resulting Career Foreign Service Officer Eligibility is comparable to the Career Service Professional Eligibility*

> *Grantees of the following eligibilities under special laws and CSC issuances, which are comparable to the Career Service Professional Eligibility:*
- *Honor Graduate Eligibility under P.D. 907*
- *Scientific and Technological Specialist Eligibility under P.D. 997*
- *Sanggunian Member Eligibility (2nd Level) under RA No. 10156*
- *Foreign School Honor Graduate Eligibility under CSC Resolution No. 1302714*
- *Veteran Preference Rating Eligibility (Professional) under EO No. 132, s. 1948 and EO No. 790, s. 1982;*
- *Career Service Eligibility-Preference Rating (Professional) under CSC Resolution Nos. 2301123 dated 07 December 2023, and 2500164 dated 30 January 2025; and/or*

> *Grantees of the following eligibilities under special laws and CSC issuances, which are comparable to the Career Service Subprofessional Eligibility:*
- *Barangay Official Eligibility under RA No. 7160*
- *Barangay Health Worker Eligibility under RA No. 7883*
- *Barangay Nutrition Scholar Eligibility under P.D. 1569*
- *Sanggunian Member Eligibility (1st Level) under RA No. 10156*
- *Veteran Preference Rating Eligibility (Subprofessional) under EO No. 132, s. 1948 and EO No. 790, s. 1982*

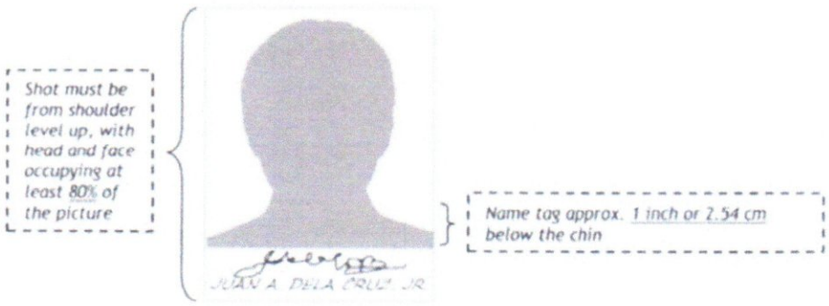
- *Career Service Eligibility-Preference Rating (Subprofessional) under CSC Resolution Nos. 2301123 dated 07 December 2023, and 2500164 dated 30 January 2025*

C. APPLICATION REQUIREMENTS

1. Fully accomplished Application Form [**CS Form No. 100, Revised 2023 (Career Service-Professional, or Career Service-Subprofessional)**].

2. Four (4) pieces of identical **I.D. pictures** with specifications, as follows:

   a. Philippine **Passport** size **(4.5 cm x 3.5 cm** *or* **1.8 inches x 1.4 inches)**
   b. Colored, with **white background**
   c. Taken **within three (3) months prior** to filing of application
   d. Printed on **good quality photo paper** (*i.e.* photo does not peel off)
   e. In **standard close-up shot** (from shoulder level up with the head and face occupying at least 80% of the picture and with the name tag positioned at approximately **1 inch** *or* **2.54 cm** below the chin)
   f. In **bare face** (no eyeglasses; no colored contact lens; no headdress, no bandana, or any other accessories that may cover the facial features; facial features not computer enhanced)
   g. Showing **left and right ears**
      (***Note***: *Muslim women applicants wearing or with head covering should show their forehead, and left and right ears but without necessarily removing their head covering altogether.*)
   h. Taken in **full-face view** directly facing the camera
   i. With **neutral facial expression**, and **both eyes open**
   j. With **HAND-HELD[2] name tag** legibly showing **HANDWRITTEN** (not computer-generated) **SIGNATURE OVER PRINTED FULL NAME** which includes: **Given Name/s, Middle Initial (if any), Last Name, and Extension Name (if any)**



3. Original[3] and photocopy of any of the following accepted **I.D. cards** for civil service exams:

   a. Driver's License Card/Temporary Driver's License *(LTO O.R. must be presented together with old Driver's License; O.R. alone is not allowed)*/Student Driver's Permit;
   b. Passport;
   c. PRC License Card;
   d. SSS I.D. Card;
   e. GSIS I.D. Card (UMID);
   f. Voter's I.D. Card /Voter's Certification;
   g. BIR/Taxpayer's I.D. Card[4] *(ATM type/TIN card type with picture)*;
   h. PhilHealth I.D. Card *(must have the bearer's name, clear picture, signature and PhilHealth number)*;
   i. Company/Office I.D. Card;
   j. School I.D. Card;
   k. Police Clearance/Police Clearance Certificate (with picture);

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[2] Hand-held name tag means that the examinees shall have their picture taken while they are holding their name tag.

[3] Shall include the: (i) Digital National I.D. subject to verification using the National ID Check facility through website https://everify.gov.ph/check; **and (ii) Digital TIN I.D. pursuant to Revenue Memo Circular No. 120-2023 dated 29 November 2023.**

[4] **Shall include the Digital TIN I.D. pursuant to Revenue Memo Circular No. 120-2023 dated 29 November 2023.**

l. Postal I.D. Card;
m. Barangay I.D. Card;
n. NBI Clearance;
o. Seaman's Book;
p. HDMF Transaction I.D. Card;
q. PWD I.D. Card;
r. Solo Parent I.D. Card;
s. Senior Citizen's I.D. Card;
t. CSC Eligibility Card; or
u. Philippine Identification (PhilID[5]) Card.

Note *1. All other I.D. cards not included in the above list shall not be accepted.*
2. As a last resort, expired I.D. card may be presented/submitted during filing of examination application, provided that the expiry date of the I.D. card is within CY 2026.

4. **Examination fee** of Five Hundred Pesos (PhP500.00)

OTHER/ADDITIONAL REQUIREMENTS, if applicable:

- Original and photocopy of **Birth Certificate** issued by the Philippine Statistics Authority or the Local Civil Registry *(only for applicants without date of birth on their I.D. card/s)*
- Original and photocopy of **Identification Certificate (IC)** issued by the Bureau of Immigration *(only for applicants holding dual citizenship under R.A. 9225; and applicants recognized as citizens of the Philippines under Sec 1, Article IV of the 1987 Philippine Constitution)*

D. WHERE TO GET APPLICATION FORM AND HOW TO FILE APPLICATION

1. Where to Get the Application Form

   The Application Form (CSE-Professional, Revised 2023 / CSE-Subprofessional, Revised 2023) is available at any CSC Regional/Field Office, or may be downloaded from the CSC Website: www.csc.gov.ph. The Application Form may be printed/reproduced using legal size bond paper.

2. How to File/Mode of Filing Application

   The following are the modes of filing of exam application:

Application Filing Mode	How to Access	CSC Regional Offices (ROs) covered
CSC eServe	https://services.csc.gov.ph/	II, III, V, VI, VIII, IX, XI, NCR (?), and BARMM
CSC OCSEAS[6]	https://ocseas.csc.gov.ph/	I, IV, VII, X, XII, and CAR
Lingkod Bayani Kiosk	Contact CSC Caraga	Caraga

[5] *Based on Republic Act No. 11055 (An Act Establishing the Philippine Identification System) and Executive Order No. 162 dated 14 February 2022 (Institutionalizing the Acceptance of the Philippine Identification or Philippine Identification System Number as Sufficient Proof of Identity and Age in All Government and Private Transactions), the Philippine Identification (PhilID) card issued by the Philippine Statistics Authority (PSA) shall be accepted as valid I.D. card for civil service exams. It shall include both formats of (i) ePhilID which is paper-printed and may or may not be laminated, and (ii) PVC card-printed. Moreover, pursuant to PSA Public Advisory dated 11 June 2024 (with Reference Number 24-UCDMS00-06-020; and can be accessed through the link https://psa.gov.ph/content/public-advisory-37), the Digital National I.D. may also be accepted subject to verification using the National ID Check facility through website https://everify.gov.ph/check.*

[6] Online Civil Service Examination Application System.

Applicants must communicate/coordinate with the CSC Regional Office (CSC RO), or CSC Field Office, where they intend to take the examination for information/details regarding the above-mentioned modes of filing application and the corresponding procedures. A complete directory of CSC Regional and Field Offices nationwide is available at the CSC Website at www.csc.gov.ph for reference.

E. TRANSFER OF TESTING CENTER

Requests for transfer of testing center may be permitted in extraordinary situations and under certain meritorious cases (*e.g.*, transfer of residence/workplace where traveling to the testing center would be extremely difficult), subject to the evaluation and approval of the CSC RO/FO concerned. Such request shall be made in writing and submitted not later than five (5) working days after the deadline for filing of application (*i.e.*, on or before 18 June 2026). Strictly, no request for transfer of testing center shall be accepted beyond said period. Hence, applicants are advised to be circumspect and certain in determining the testing center where they intend to take the examination.

The written request must: (i) indicate the reason for the transfer of testing center; (ii) be accompanied by supporting evidence, and a copy of the Application Receipt; and (iii) be sent to the CSC RO/FO where the exam application was filed, either personally, or through email, or courier.

F. SCOPE OF EXAMINATION

<table>
<tr><th>Professional</th><th>Subprofessional</th></tr>
<tr><td colspan="2">General Information (in English)
1. Philippine Constitution
2. Code of Conduct and Ethical Standards for Public Officials and Employees (R.A. 6713)
3. Peace and Human Rights Issues and Concepts
4. Environment Management and Protection</td></tr>
<tr><td colspan="2">Verbal Ability (in English and Filipino)
1. Word meaning
2. Sentence completion
3. Error recognition
4. Sentence structure
5. Paragraph organization
6. Reading comprehension</td></tr>
<tr><td>Analytical Ability (in English)
1. Word analogy
2. Symbolic logic/abstract reasoning
3. Identifying assumptions and drawing conclusions
4. Data interpretation</td><td>Clerical Ability (in English)
1. Filing
2. Spelling</td></tr>
<tr><td colspan="2">Numerical Ability (in English)
1. Basic operations
2. Number sequence
3. Word problems</td></tr>
</table>

G. PASSING GRADE

To pass the test, an examinee should get a general rating of **at least 80.00**.

H. TARGET RELEASE OF TEST RESULTS

The List of Passers shall be posted on the CSC Website www.csc.gov.ph and CSC Official Facebook Page on or before 12 October 2026[7].

Note: *Only the List of Passers posted on the CSC Website is official. The CSC does not recognize and is not liable for any other postings on any other websites that are not affiliated with, or are engaged in the unauthorized use of the name of, the CSC.*

Examinees can generate their individual examination rating through the OCSERGS or the Online Civil Service Examination Result Generation System, which can also be accessed through the CSC Website on or before 19 October 2026, or as indicated in the corresponding issuance/advisory.

I. RESULTING CIVIL SERVICE ELIGIBILITY

The civil service eligibility resulting from passing the CSE (Professional) shall be called **Career Service Professional Eligibility**. It is a second level eligibility appropriate for first level (clerical) positions, and second level (technical) positions in the government, including executive/managerial positions in the second level, which do not involve practice of profession and are not covered by special/other laws.

The civil service eligibility resulting from passing the CSE (Subprofessional) shall be called **Career Service SubProfessional Eligibility**. It is a first level eligibility appropriate only for first level (clerical) positions in the government which do not involve practice of profession and are not covered by special/other laws.

DATA PRIVACY NOTICE

The information solicited from, and provided by, the applicants of civil service examinations mainly through CS Form No. 100 (Application for Civil Service Examination) shall be handled and used particularly for examination-related processing as well as for policy development/review, research, and study purposes only, according to appropriate provisions of R.A. No. 10173 or the Data Privacy Act of 2012. Moreover, the information, especially those of civil service examination passers, may be shared with or indorsed to government agencies essentially for recruitment/employment purposes.

DISCLAIMER

The **CSC neither holds any review class nor publishes or distributes any review material** for any civil service examination. Further, the **CSC does not accredit and has not accredited any individual, group, or review center** for the purpose of producing/publishing and/or distributing/marketing/selling any review material, and of offering and holding review sessions/classes to prospective civil service examinees.

Further, the **CSC does not grant permission to any individual or entity to use its name and logo**, including the former CSC emblem, for activities or online promotions. These include, but are not limited to, solicitation, recruitment, production of materials, and enrollment in review classes. The use of the CSC logo by individuals or entities without written permission, endorsement, or approval from the CSC shall be dealt with accordingly.

[7] may be subject to adjustment depending on the actual number of examinees.

PROHIBITED ACTS FOR EXAMINEES
IN THE CONDUCT OF CIVIL SERVICE EXAMINATION

The following Acts are prohibited for examinees in the conduct of the examination:

1. **BRINGING IN EXAMINEE'S SEAT and/or KEEPING IN EXAMINEE'S POCKETS and/or WEARING and/or USING of any of the following items in the conduct of CSE-PPT:** (i) CALCULATOR of any type/kind, including watch calculator; (ii) CELLULAR PHONE, including smart phones/smart watches, pens/eyeglasses with built-in camera, timepieces with smart phone/with camera and/or calculator features, or any other gadgets/electronic devices including those that may facilitate video/audio recording of any test material/form, or part/portion/phase of the conduct of the exam; (iii) books, dictionaries, or any other forms of printed materials; or (iv) any other form of aids/materials/items/gadgets/devices in the conduct of the examination.

2. USE of ANY PIECE OF PAPER, or ANY PART OF BODY/SKIN or CLOTHING for SCRATCH WORK.

3. TAKING PHOTO/PICTURE/VIDEO of any part/section of the Test Booklet, Answer Sheet, or any examination related forms/materials, and/or of other examinees and the testing venue/room, and/or of "selfie" inside the testing room, BEFORE, DURING, or AFTER the examination and posting them in the social media, including posting or publishing of any test questions/suggested answers in the social media, and other communication/information dissemination platforms.

4. TEARING ANY PAGE of the TEST BOOKLET, MAKING COPIES of the examination questions and/or answers, COMPARING OR COPYING notes or answers with and of other examinees, USING CRIB SHEETS, and any other form of cheating in civil service examination.

5. **BRINGING** of the **TEST BOOKLET, or ANSWER SHEET, OUTSIDE** of the **TESTING ROOM/VENUE**.

The examination of those who commit/engage in any of the above-mentioned prohibited acts shall be **CANCELLED**[8]. Apart from cancellation of the examination, committing/engaging in any of the above-mentioned Prohibited Acts in the conduct of the examination may constitute cheating or violation of Republic Act No. 9416[9] (otherwise known as the Anti-Cheating Law), which prescribes for administrative and criminal liabilities.

[8] shall mean that the examination (*i.e.*, Answer Sheet) shall NOT be processed.

[9] *An Act Declaring as Unlawful Any Form of Cheating in the Civil Service Examination, Unauthorized Use and Possession of CSC Examination-Related Materials, and Granting the Commission Exclusive Jurisdiction Over the Cases Including Those Committed by Private Individuals.*

WARNING

The Civil Service Commission (CSC) uses a highly reliable system to detect cheats.

Cheating refers to any act or omission before, during, or after any civil service examination that will directly or indirectly undermine the sanctity and integrity of the examination. Any form of cheating in any civil service examination has been declared criminally and administratively punishable under Republic Act No. 9416 and its Implementing Rules and Regulations. Cheating comes in forms such as, but not limited to, the following:

1. Use of crib sheets or "codigo" containing codes in any form (written on any material or in digital form);
2. Impersonation;
3. Employing a "poste" or a person inside or outside of the examination room who may or may not be an examinee but provides examinees with answers;
4. Collusion of whatever nature between examinees and examination personnel;
5. Examinee number switching;
6. Unauthorized possession/use/reproduction/dissemination of examination-related materials;
7. Possession / use of fake Eligibility; and /or
8. Such other acts of similar nature which facilitate passing the examination.

Moreover, the CSC **strongly denounces** and **strongly discourages** the act of **sharing and disseminating test questions and the suggested answers thereto, including sharing and posting the same online such as in social media applications and other platforms**, and such other means that tend to directly or indirectly undermine or threaten the sanctity and integrity of the Civil Service examinations.

Approved:

(original signed)
Atty. PRISCO S. RIVERA, JR.
Director IV
Examination, Recruitment and Placement Office

16 APR 2026

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