



Republic of the Philippines  
Department of Agriculture  
**Fertilizer and Pesticide Authority**

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September 16, 2022

**OFFICER ORDER**

No. 31

Series of 2022

**SUBJECT : AMENDMENT TO FPA OFFICE ORDER NO.45 SERIES OF 2021:  
Revised Guidelines on the Selection, Hiring and adoption of  
Compensation System for Contract of Service Personnel (COS) for  
CY 2022**

Pursuant to Department of Agriculture (DA) Administrative Order (AO) No. 22 series of 2022 or the Amendment to DA AO No. 32 series of 2021: Revised Guidelines on the Selection, Hiring and adoption of Compensation System for Contract of Service Personnel (COS) for CY 2022, FPA Office Order No. 45 S. of 2021 is hereby amended accordingly to read as follows:

**IV. MOVEMENT OF CONTRACT OF SERVICE PERSONNEL**

*6. Upgrading of salary grade of the COS personnel shall be limited to 3 three grade steps, except for justifiable reasons to be approved by the Review Committee.*

*7. CSC Eligibility shall not be required in the hiring of contract of service personnel. However, if the duties of the position involve the practice of profession regulated by the Philippine Bar/Board or special laws and/or requires license (e.g. drivers, etc., the corresponding professional license shall be required.*

**On the other hand, the following shall be deleted in the guidelines:**

8. COS personnel who was rated three (3) consecutive Very Satisfactory shall be upgraded to salary grade one step higher from his/her present position (e.g. January to June, July to December, January to June of the preceding year).

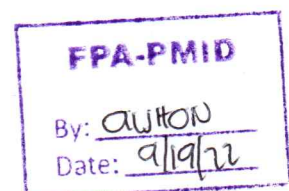
9. COS personnel who was rated two (2) consecutive Outstanding shall be upgraded to salary grade one step higher form his/her present position (e.g. January to June, July to December).

All other provision in the FPA Officer Oder No. 45 Series of 2021 shall remain enforced.

This Order shall take effect immediately and shall remain in force until revoked in writing.

All orders and memoranda inconsistent herewith are deemed revoked.

  
**MYER G. MULA, Ph.D.**  
Officer-in-Charge



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