

ADMINISTRATIVE ORDER NO. 08  
Series of 2016

Subject: **AMENDMENT TO M.C. NO. 21, SERIES OF 2012  
(DSWD CODE OF CONDUCT)**

Memorandum Circular No. 21, series of 2012 (*Enhanced Guidelines on the Code of Conduct for Personnel of the Department of Social Welfare and Development*), particularly Section IV.7.b (Norms of Behavior – Post Employment), is hereby amended to read as follows:

- b. **Former DSWD personnel shall not, within one (1) year from their separation from service with the DSWD, (a) transact, whether directly or through a representative, with the Department, or (b) join any organization or institution that deals directly with their former office, bureau, service or unit. Incumbent DSWD personnel shall not allow any transaction in violation of this provision. Provided, that former DSWD personnel separated from service due to optional or compulsory retirement may be engaged, for a period not exceeding five (5) days, as resource persons for trainings, seminars, and other similar activities.**

This amendment shall take effect immediately.

20 June 2016, Quezon City, Philippines.

Certified Copy:

  
**EMILIO F. MIRAVALLÉS**  
OIC-Chief, General Services Division  
DELINEATION AMENDMENT AO 20150826

  
**CORAZON JULIANO-SOLIMAN**  
Secretary