



PHILIPPINE NATIONAL OIL COMPANY
Rizal Drive, Energy Complex, BGC
Taguig City

October 10, 2018

Special Order

No.

2018 - 10 - 83 *flm*

The Committee on Decorum and Investigation (CODI) on Sexual Harassment is hereby reconstituted with the following composition:

Chairperson: **Graciela M. Barleta**

MEMBERS	REPRESENTATION
Lino G. Calaor	Management / Managerial Level Representative
Maria Vivian E. Banayad	Second Level Representative
Gregorio G. Santos	First Level Representative
Rene M. Babera	PNOC EA Representative

Secretariat: **Personnel Services Division**

The Committee shall perform the following functions:

1. Receive complaints of sexual harassment;
2. Investigate sexual harassment complaints in accordance with the prescribed procedures;
3. Submit a report of its findings with the corresponding recommendation to the disciplining authority for decision; and,
4. Lead in the conduct of discussions about sexual harassment within the agency or institution to increase understanding and prevent incidents of sexual harassment

In the performance of their duties and functions, the Committee shall be guided by Civil Service Commission (CSC) Resolution NO. 01-0940 dated May 2001.

This order shall take effect immediately.


ADM REUBEN S. LISTA (RET)


GGM/GMB/LGC/F/C

Republic of the Philippines
CIVIL SERVICE COMMISSION

RESOLUTION NO. 01-0940

ADMINISTRATIVE DISCIPLINARY RULES ON SEXUAL HARASSMENT CASES

WHEREAS, Section 11, Article II of the 1987 Philippine Constitution provides that the State values the dignity of every human person and guarantees full respect for human rights.

WHEREAS, the Vienna Declaration and Programme of Action of the World Conference on Human Rights (June 1993) and the Beijing Declaration and Platform for Action of the Fourth World Conference on Women (September 1995) reaffirm the equal rights and inherent human dignity of women and men, and particularly the human rights of women as an inalienable, integral and indivisible part of all human rights and fundamental freedoms.

WHEREAS, the Philippines, with other States of the World, has reaffirmed, through the Vienna Declaration and Programme of Action and the Beijing Declaration and Platform for Action, its solemn commitment to fulfill its obligations to promote universal respect for, and observance and protection of all human rights and fundamental freedoms for all in accordance with the Charter of the United Nations, other instruments relating to human rights, and international law;

WHEREAS, the Vienna Declaration and Programme of Action stresses that all forms of sexual harassment are incomparable with the dignity and worth of the human person and must be eliminated by legal measures and through national action, while the Beijing Platform for Action specifically mandates Governments to “*enact and/or reinforce penal, civil, labour and administrative sanctions in domestic legislation to punish and redress*” violence against women including sexual harassment and “*develop programmes and procedures to eliminate sexual harassment and other forms of violence against women in all educational institutions, workplaces and elsewhere.*”

WHEREAS, the Philippine Congress enacted on February 14, 1995, Republic Act No. 7877, otherwise known as the “Anti-Sexual Harassment Act of 1995”, which took effect on March 5, 1995 and declares unlawful sexual harassment against women and men in the employment, education and training environment.

WHEREAS, Section 4 (a) of Republic Act No. 7877 mandates every employer or head of agency in the public and private sectors to promulgate rules and regulations prescribing the procedure for the investigation of sexual harassment cases and the administrative sanctions therefor;

WHEREAS, there is a need to devise uniform rules and regulations particularly in the definition of the administrative offense of sexual harassment and the sanctions therefor, and the procedures for the administrative investigation, prosecution and adjudication of sexual harassment cases.

