

Republic of the Philippines
Department of the Interior and Local Government
NATIONAL POLICE COMMISSION
City of Makati

MEMORANDUM CIRCULAR NO. 99-005

**GUIDELINES AND PROCEDURE GOVERNING THE GRANT OF
WAIVER ON THE MINIMUM QUALIFICATION FOR INITIAL
APPOINTMENT TO THE UNIFORMED COMPONENT OF
THE PHILIPPINE NATIONAL POLICE**

WHEREAS, R.A. No. 6975, otherwise known as the "Department of the Interior and Local Government Act of 1990", as amended, prescribes an upgraded set of minimum general qualifications for appointment to the police service, which should be strictly adhered to;

WHEREAS, Section 15 of R.A. No. 8551 provides that age, height, weight and educational requirements for initial appointment to the PNP may be waived when the number of qualified applicants fall below the minimum annual quota;

WHEREAS, the grant of waiver merely sets aside the disqualification for the deficiency that has been waived but the applicant must meet the qualifications set forth under Section 14 of R.A. No. 8551;

NOW, THEREFORE, the Commission in the exercise of its power to administer and control the PNP under Section 6 of Article XVI of the Constitution, in relation to Section 14 of R.A. No. 6975 as amended by Section 5 of R.A. No. 8551, **HAS RESOLVED** to promulgate, as it hereby promulgates, the following guidelines and procedure on the grant of age, height, weight and educational waivers:

GENERAL GUIDELINES

1. No appointment shall be issued in favor of one who does not meet the prescribed qualifications for appointment unless and until the required waiver is secured.
2. Only when the number of qualified applicants fall below the minimum annual allocation for Police Officer I and lateral entrants shall the NAPOLCOM consider application for waivers on age, height, weight and educational requirements, subject to qualifications set forth hereto.

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3. Only the Commission en banc shall have the authority to grant waivers upon the recommendation of the Chief, PNP and upon prior recommendation of the Regional Screening Committee in case of recruitment of Police Officer I or the Lateral Entry Board in case of lateral entrants. This authority shall not be delegated.
4. Waiver grantees who possess the least disqualifications and therefore the least number of waivers, shall take precedence in appointment over those who possess more disqualifications. An applicant who holds a waiver only as to his/her age shall be given priority in appointment over one who holds waivers in both age and height and so on.
5. The qualification requirements shall be waived in the following order:
 - a. Age
 - b. Height
 - c. Weight and
 - d. Education
6. Age waiver may be granted to an applicant who is neither twenty (20) nor over thirty-five (35) years of age on the date of the effectivity of the appointment applied for, except for lateral entrants whose age limit shall be forty (40), unless otherwise authorized by the Commission en banc in the interest of the service. For purposes of age waiver, the determination of present age shall be based solely upon the applicant's Certificate of Live Birth duly authenticated by the Civil Registrar General (Administrator, National Census and Statistics Office).
7. Height waiver may be granted to an applicant who is at least one meter and fifty-seven centimeters (1.57 m) tall for male and one meter and fifty-three centimeters (1.53 m) for female, as measured by the Waiver Committee. Height waiver shall be granted to an applicant belonging to the cultural minorities, upon certification by the Commission on Indigenous Peoples and Office of the Muslim Affairs that the applicant is a member of a tribal or ethnic group and that his/her height as measured by the Waiver Committee is not below the average height of his/her tribe.
8. Weight waiver may be granted to an applicant who, upon application, weighs less than five (5) kilograms or more than five (5) kilograms from the standard weight of persons corresponding to his/her height and sex as shown in the chart in Annex A hereof. Provided, That the applicant, despite his/her being underweight or overweight, is found physically fit for police service.


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- 9. Educational waiver may be granted to an applicant who does not possess a formal baccalaureate degree, but who, in any case has finished second year college or has earned at least seventy-two (72) academic units leading to a bachelor's degree from a government recognized educational institution. In the grant of educational waiver, consideration shall be given to the lack of educational opportunities in the area where the applicant resides or works.
- 10. A waiver granted shall not, however, automatically entitle the holder to an appointment in the PNP.

ADOPTED this 11th day of May in the Year Nineteen Hundred and Ninety-Nine in Makati City.


RONALDO V. PUNO
 Secretary, DILG and
 Chairman, NAPOLCOM


LEO S. MAGAHUM
 Commissioner

Vice Chairman and Executive Officer



JOSE PERCIVAL L. ADIONG
 Commissioner


ROMEO L. CAIRME
 Commissioner


CLEOFFE M. FACTORAN
 Commissioner


ROBERTO T. LASTIMOSO
 Commissioner

Attested by:


REYNALDO JD CUADERNO
 Deputy Executive Director IV

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