MEMORANDUM ORDER NO. 09
Series of 1994

TO: All POEA Employees

SUBJECT: Policy on Sexual Harassment in the Workplace

DATE: 25 August 1994

Pursuant to Civil Service Commission Memorandum Circular No. 19, series of 1984, also known as the Policy on Sexual Harassment and congruent with Administrative Order No. 80, series of 1991, all officials, managers, division chiefs and employees are hereby directed to observe the following relative thereto:

"Sexual harassment shall constitute any unwanted or unwelcome sexual advances, demand or request for sexual favor, or other act or conduct of sexual nature whether written, or oral or physical, when the act is committed by an Official or employee upon his/her co-official, co-employee, applicant for employment or any other client of the Administration."

As such, the said act is classified and penalized as a grave offense under the Grounds for Disciplinary Action under the offense of Grave Misconduct, Conduct Prejudicial to the Best Interest of the Service or Simple Misconduct provided in Section 46(b), Chapter 6, Title I(A), Book V of the Administrative Code of 1987 and subject to penalties of dismissal from the service.

This Memorandum Circular shall take effect immediately.

FELICISIMO O. JOSON, JR.
Administrator