




OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

MEMORANDUM

TO : The Home Office  
Foreign Service Posts  
Regional Consular Offices

FROM :   
**RAFAEL E. SEGUIS**  
Undersecretary for Administration

SUBJECT : **CSC-DOH Joint Memorandum Circular No. 2010-01**

DATE : 24 May 2013

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All Offices, Foreign Service Posts and Regional Consular Offices are instructed to comply with the provisions and guidelines set forth in attached CSC-DOH Joint Memorandum Circular (JMC) No. 2010-01 on the Protection of the Bureaucracy Against Tobacco Industry Interference.

The JMC covers all government personnel, regardless of status, in the national or local government including government-owned and controlled corporations, with original charters, state colleges and universities.

The document establishes strict guidelines on matters pertaining to dealings both directly and indirectly with the Tobacco Industry, such as, but not limited to: (a) unnecessary interaction; (b) preferential treatment; (c) accepting gifts, donations, and sponsorships; (d) financial interests; (e) analogous favors extended family members; (f) conflict of interest; and, (g) engagement in occupational activities.

Annex A of the JMC provides for the rules when dealing with the Tobacco Industry is absolutely necessary.

For compliance.

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