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MALACAÑAN PALACE  
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 258  
AUTHORIZING THE PAYMENT OF THE SALARIES OR WAGES OF NEWLY  
APPOINTED OR TRANSFERRED OFFICERS AND EMPLOYEES OF THE  
NATIONAL, PROVINCIAL, CITY, AND MUNICIPAL GOVERNMENTS WHILE THEIR  
APPOINTMENTS ARE PENDING ACTION BY THE PROPER AUTHORITIES.

By virtue of the powers vested in me by the Constitution and existing laws, I, Manuel L. Quezon, President of the Philippines, do hereby grant authority for the approval of the payment of the salaries or wages not exceeding three months, of newly appointed officers and employees of the national, provincial, city and municipal governments and of those transferred from one office to another, but at their old rates of salary when promotions are proposed for them, while their appointments are pending action by the proper authorities. Before the expiration of three months, should a proposed appointment be returned disapproved for any reason whatsoever, the corresponding chief of the bureau or office shall then and there terminate the services of the appointee concerned who shall be entitled to the payment of the salary which has accrued to the date of the termination of his services.

All appointing officers are hereby enjoined to exercise due care so that the appointment forms are submitted to the proper authorities before or immediately after the date of entrance to duty of the appointee, provided a vacancy exists, the filling of which is duly authorized, and the appointee is qualified under the Civil Service Rules to hold the position to which he is being proposed. This Order does not exempt the chief of a bureau or office from liability for the payment of the salary of an employee who has been appointed contrary to the provisions of sections 682 and 691 of the Administrative Code, or when there is no available position for him.

In order to effectively accomplish the object of this Order, appointing officials, as well as those whose action is necessary or required on a proposed appointment, are hereby enjoined to expedite action on appointments submitted to, or coursed through, them.

Any civil service rule or regulation which may be in conflict herewith is hereby revoked.

Done at the City of Manila, this twelfth day of March, in the year of Our Lord nineteen hundred and forty, and of the Commonwealth of the Philippines, the fifth.

MANUEL L. QUEZON  
*President of the Philippines*

By the President:  
JORGE B. VARGAS  
*Secretary to the President*

*Source: Presidential Museum and Library*

Office of the President of the Philippines. (1940). [*Executive Order Nos.: 248 - 399*]. Manila: Presidential Museum and Library.