# Republic of the Philippines

# Department of Education

DIGOS CITY DIVISION

## Office of the Schools Division Superintendent

# **DIVISION MEMORANDUM**

OSDS-2023- 4:

To

Assistant Schools Division Superintendent

Division Chiefs and Unit Heads Education Program Supervisors Public Schools District Supervisors

Public Elementary and Secondary School Heads Division Teaching and Non-Teaching Personnel

All Others Concerned

Subject:

ANNOUNCEMENT OF VACANT POSITION FOR HEAD TEACHER

**POSITION** 

Date

July 11, 2023

This Office announces the acceptance of applications for School Principal position in the Schools Division Office of Digos City. The qualification standards are as follows:

VACANCY	QUALIFICATION STANDARDS					
POSITION TITLE	EDUCATION	TRAININ G	EXPERIENC E	ELIGIBILITY	COMPETEN	
HEAD TEACHER V (Secondar y Grades)	Bachelor's degree in Secondary Education; or Bachelor's degree w/ 18 professional education units with appropriate field of specializatio n	24 hours of relevan t training	Head Teacher for 4 years; or Master Teacher for 3 years	LET/PBET/R.A.10 80 (Teacher)	N/A	

Plantilla Item No.: OSEC-DECSB-HTEACH5-750001-2001

SG: 18



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)

Telephone Nos.: (082) 553-8375; (082) 553-8396

Monthly Salary: ₱ 46,725.00 No. of Vacancy/ies: 1

Place of Assignment: DIGOS CITY NATIONAL HIGH SCHOOL

**JOB SUMMARY**: Observes classes/teachers for effective and competent delivery of the curriculum. Assists the school heads in the planning of programs and activities. Coordinates with the subject area division supervisors in preparing teacher training and implements school policies and regulations.

VACANCY		QUA	LIFICATION	STANDARDS	
POSITIO N TITLE	EDUCATION	TRAININ G	EXPERIENC E	ELIGIBILITY	COMPETENC
HEAD TEACHER IV (Secondary Grades)	Bachelor's degree in Secondary Education; or Bachelor's degree w/ 18 professional education units with appropriate field of specializatio n	24 hours of relevant training	Head Teacher for 3 years; or Master Teacher for 2 years	LET/PBET/R.A.10 80 (Teacher)	N/A

Plantilla Item No.: OSEC-DECSB-HTEACH4-750006-2008

SG: 17

Monthly Salary: ₱ 43,030.00 No. of Vacancy/ies: 1

Place of Assignment: DIGOS CITY NATIONAL HIGH SCHOOL

**JOB SUMMARY:** Observes classes/teachers for effective and competent delivery of the curriculum. Assists the school heads in the planning of programs and activities. Coordinates with the subject area division supervisors in preparing teacher training and implements school policies and regulations.

Qualified applicants to the **ABOVEMENTIONED POSITION** shall address their application letter to **MELANIE P. ESTACIO, Ph.D, CESO VI, OIC – SCHOOLS DIVISION SUPERINTENDENT**, and submit it with the pertinent documents to the **DIGOS CITY NATIONAL HIGH SCHOOL**.

Further, the application letter and following pertinent documents listed below shall be produced in TWO SETS (2 copies each) enclosed in ONE (1) white folder with the FOLDER TAG printed with full SURNAME, GIVEN NAME and MIDDLE NAME of the applicants with FONT (CALIBRI 20 BOLD) for 201 File purposes, to wit:



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002) Telephone Nos.: (082) 553-8375; (082) 553-8396

- a. Letter of intent addressed to the Head of Office;
- b. Duly accomplished PDS (CS Form No. 212, Revised 2017) with Work Experience Sheet, if applicable;
- c. Photocopy of valid and updated PRC License/ID, if applicable;
- d. Photocopy of Certificate of Eligibility/Rating, if applicable;
- e. Photocopy of scholastic/academic record, such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available;
- f. Photocopy of Certificate/s of Training, if applicable;
- g. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
- h. Photocopy of latest appointment, if applicable;
- i. Photocopy of the Performance Rating in the last rating period(s) covering one
   (1) year performance in the current/latest position prior to the deadline of submission, if applicable;
- j. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to RA No. 10173 (Data Privacy Act of 2012), using the attached form (Annex C or you may download the file on this link: <a href="https://bit.ly/ChecklistOmnibus">https://bit.ly/ChecklistOmnibus</a>), notarized by the authorized official; and
- k. Other documents as may be required by the HRMPSB for comparative assessment, including but not limited to:
  - 1. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment; and
  - 2. Photocopy of the Performance Rating obtained from the relevant work experience, if Performance Rating in Item 20(i) is not relevant to the position to be filled, if applicable; and
- 1. Screenshot of the automated e-mail response from the filled-up DepEd Digos City Job Application Form.

Applicants are required to fill out the electronic google form upon submission of application documents. Please access this link: https://bit.ly/Deped-Digos-Application2.

All submission must be EAR-TAGGED for ease in the evaluation /review of the documents.

The Human Resource Management Personnel Selection Board of this office shall deliberate the applicant's documents pursuant to D.O. No. 007, series of 2023 (see attached Enclosure No. 3 to D.O. No. 007, s. 2023). A division memorandum will be issued for the names of the applicants who will qualify for the interview. Such memorandum will be posted in the DepEd Digos City website (www.depeddigoscity.org). At the same time, qualified applicants will be informed through e-mail and/or text message.

Original copy of documents must be presented during the conduct of evaluation of documents, thus, only those submitted documents will be given corresponding points.



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The deadline for the submission of the applications for interested applicants shall be on July 21, 2023.

The deadline for the submission of the respective School Heads to the Schools Division Office shall be on July 28, 2023.

The proposed timeline of the selection process is as follows:

Date	Activities	Personnel Involved	Mode
July 11, 2023 – July 21, 2023	Submission of application documents	Applicants District PSB PSDS	Face-to- Face
July 24, 2023 – July 28, 2023	Submission of application documents together with School PSB's Summary of Assessment	District PSB PSDS Records Section	Face-to- Face
July 31, 2023 – August 2, 2023	Forwarding the transmittal of all application documents to HRMO for pre-assessment of the documents	AO IV – HRMO II HRMPSB	Face-to- Face
August 3, 2023 – August 16, 2023	Conduct of initial evaluation based on the CSC minimum Qualification Standards (QS)	Secretariat	Face-to- Face
August 17, 2023	Issuance of letter for disqualified applicants	HRMPSB Secretariat	Online & Face- to-Face
August 18, 2023 – August 27, 2023	Issuance of memorandum on the conduct of written examination, open assessment, and interview of applicants	AO IV – HRMO II SDS	Online
August 29, 2023	Conduct of written examination, open assessment, and interview of applicants	HRMPSB HRMPSB Secretariat	Face-to- Face

This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity, and expression (SOGIE), to apply.

Widest dissemination of this Memorandum is earnestly desired.

JepEd Schools Division of Digos City ESTACIO, Ph.D, CESO VI OIC - Schools Division Superinter ent

Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)

Telephone Nos.: (082) 553-8375; (082) 553-8396

## Annex C CHECKLIST OF REQUIREMENTS Name of Applicant: Application Code: Position Applied For: Office of the Position Applied For: Contact Number: \_\_ Religion: \_ Ethnicity: Person with Disability: Yes ( ) No ( ) Solo Parent: Yes ( ) No ( ) Verification Status of (To be filled-out by the HRMO/HR Office/sub-committee) Submission Basic Documentary Requirement (To be filled-out by the Status of applicant; Submission Remarks Check if submitted) (Check if complied) Letter of intent addressed to the Head of Office or highest human resource officer Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if applicable Photocopy of valid and updated PRC License/ID, if applicable Photocopy of Certificate of Eligibility/Report of Rating, if applicable Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available Photocopy of Certificate/s of Training, if applicable Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable h. Photocopy of latest appointment, if applicable Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the deadline of submission, if applicable Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form Other documents as may be required for comparative assessment, such as but not limited to: Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item (i) is not relevant to the position to be filled Attested: Human Resource Management Officer OMNIBUS SWORN STATEMENT CERTIFICATION OF AUTHENTICITY AND VERACITY I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof. DATA PRIVACY CONSENT I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission. Name and Signature of Applicant Subscribed and sworn to before me this \_\_\_ \_\_ day of \_\_\_ \_\_, year \_\_

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e)lectronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w)here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference.

Person Administering Oath



# Enclosure No. 3 to Deplid Order No. 007, s. 2023j

# CRITERIA AND POINT SYBTEM FOR HILING AND PROMOTION TO SCHOOL ADMINISTRATION POSITIONS

- 1 The assessment for School Administration positions shall be based on the following criteria:

- Advention units and/or degree referant to the position to be filled,

  by Tablata from reduction the position to felling, degreed (Qr. requirements of defined in the CRC, approved Od, secondard offer the last removision but within the last feel gloventy of Qs, acquired after the last considerable units to the CRC, approved QS.

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  - - Table 1. Point System for Evaluative Assessment: School Administ

Celtaria	Breakdown of Points
Ediscussion	10
Training	10
Experience	10
Performance	25
Outstanding Accomplishments	10
Application of Education	10
Application of Learning and Development	10
Potential (Written Learn, BEI)	15
14.0	1000

Page 1 of 16

	Educatio		Tratadag		Ruparina	80
Weight Allocation.	minimum Of	Petata	Barraments from minimum Of	a a	minimum (9)	Palata
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	2-3 increments	a	2-3 increments		2-3 listrements	4

Thustrative example: Vaccent position: School Prinalpal I (Secondary School) - 9G 19

Education; or Bachelor's sleg mits	
provest to 's degree in Secondary Education professional education units	whencant truining or for 1 years; or hange for 2 years; or her for 2 years; or 5 years.
9 to 10 to 1	40 hours of Head Trech Teachers C Master Teac Teacher fee
Education 3 Bits Bits No. 1 Bits Bits No. 1 Bits Bits No. 1 Bits N	Training Expenience

sment/Open Ranking System: September 20, 2022

Reset on the minimum QS of the position to be filled, the HEMPSB shall determine the baseline level for compitting the points for ETE using the facements Table as shown in Table 2.a, 2.b, and 2.c.

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After determining the baseline level, the HRARSB shall compute for the thermomes of the applicant water, deadliness are submitted documentary requirements. Becreated that life to the ofference between the applicant's many application there is and the corresponding level of the minimum leavaline; offer requirement of the position to be filled.

3. Education, Training, and Experience (STR). The points for ETE, corresponding to the applicant quadrications excerning the Sol shall be computed until the interments Table (Table 2.a. 2), 2, 2 and the Rainrich for Computation of Venin Sor FET (Table 2.a. 2), 2, 2, and the Rainrich for Computation of Venin Sor FET (Table 2.a. 2), 2, and the Rainrich for Computation of Venin Sort and the green pairs.

# Table 2.a. Increments Table - Education

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a	Complete Academic Repairments completed	Long them an executed fracturess.
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Only qualifications that are relevant to the position to be filled and which exceed the minimum (baseline) QS requirements of the position shall be given corresponding points in the computation of increments.

position with multiple OR requirement for Experience (e.g. If for 1 vers.) for if years. The I was the left of years. The Car years, the State of the supplement the train since of the supplement for the Experience upprovers.

Principle of a good princi	huming qwalffaction of Applican	to handle at the experiments of heads the finishing the head of the finishing and estimate from the day of attacking a seating of investigation.	An one of general control and one of the cont	4 increments
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Franker II (March 31 p015) as word on, colony	Same Pales, St., 1987 to and Same St., Alba	The man of state and state of the state of t

Admired Same and of the state o

Using the applicable nutries for the School Administration as alnum in Table 3 and based on the nutrible of increments cannot by Applicant A, the computation of points for ETS is an februar.

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fred	Bloods	The state of the s

- d. Meeting the minimum (Beseline) Q8 requirements for Education, Training, and Experience shall be given aren (of polities.
  C. The following general paid-lines shall be observed in giving corresponding points to referent Education. Training, and Experience qualifications.

- Completes with the provisions of the CSC OBAGIRSA, units a degrees of Doctor of Meditor from a CLE2 proceeding limit may be considered measure units and/or degree for purpose agoing agoing a positions that invoke practice of pred covered by both and covered by both and a covered by both and a few positions that invoke practice of pred covered by both after.
  - iii. Oremistrant with Legal Education Desari (LEB) Resolution 10s. 400, a 2015; Ratcherfor of Lesa (LEL) or childs before (LD) Luiss and/or other earmed from Jaw enforces required or supervised by the LD3 and the professioner regulatory agencies and the considered as equivalent to professional challency agencies that the Considered as container, theightings the propersion of their consultant posterior in the presence of principles of the Consultant posterior of the LDS of their consultant and the consultant and the invarid by the LDS.
    - iv, Relevant training hours earned from digital/retrual/outher less may be considered, subject to the conditions prescribed in Memorandium Circular (MC) No. 3, a. 2021 (Researd Cadelin Eleginal Circular (MC) in the Public Sector).
- became represent experience glorest from present meeting of a least board per degree per considerable meeting that the set of confidence of inspection and a set of the set of the set of numbers of source redeemed. For purposes of giving points, not the consistency are not because of giving points, and a representative present a set of the set of the set of the equivalent mentals or years of experience based on the CSC, eight (ii) hour per day workships.
  - Relevent Experience gained from abroad or outside the Thilli may be considered provided that the agictum submits a Cor-of Employment. These documentary requirements with in anguages of elect than Employ and the accompania complete Pagiths translation.
    - Applicable provisions under Ruie VIII Part I to IV of the CSC ORAsishall apply in the appreciation of relevant Education, Training Experience qualifications and giving of points to ETE credentials.
      - Performance: Performance refers to the assessment of those tasks; citis responsibilities are control out or accomplished to the applicant as reder performance rating document or other nears of verification. The performance obtained in the current or perforate alone or perition that is relevant to the post the filler shall be tused for purposes of giving points for performance.

The potent adoction in Table 5 shall serve as the nearman or ceiling any be entered for each Component. The points stand for each Component. The points stand for one read-non-terminalities for entered for each Component. The points for Component adoction to energy the maximum points or weight adoctation for Components as adjustment on Table 1 (Form Spetter for Evaluative For School Administration Paril 17 (Form Spetter for Evaluative For School Administration Paril 17).

Only those outstanding accomplishments acquired or estrant after promotion shall be considered eligible to be given points.

a.1. Outstanding Employee Award Mesus of vertication:

Lowel	Politificanium Basies or head
Applicants from external institution	
Organisational Level Search or Higher	4 points
Local Office Bearch	2 points
Applicants from central office	
National Level Search or Higher	4 points
Central Office Search	2 points
Applicants from regional office	
National Level Search or Higher	4 points
Regional Office Search	2 polents.
Applicants from schools division office	
Regional Level Sourch or Higher	4 paints
Division/Provacial/City Lavel Search	2 points

Table 5. Components of Outstanding Acco

Component	Polnthenessering Assemplishments
Awards and Recognition	7 points
Research and Innavation	4 points
Subject Matter Expert / Membership in National Technical Working Groups (TWCs)	3 points
or Committees	
Resection Sansaborship / Learning Facilitation	2 mainte

NRAP Acerndited Learning Facilitator 2 poleds

National level individual awards acquired from a thorough warch por layen by requitable award giving bodies, such as GCO, heritobine, National Deretgratent Authority, (REUA), Development Academy of the Philippin Depth, etc., shall be given maximum points in Outstanding Accomplishs (10 points).

The details of each component of Outstanding Accomplis MOVs required and rubries for giving points, are as follows:

Assurds and Recognition. This may refer to or and/or awards an trainer/conch.

Lowel	Politibioasieshig Basiere Award
Applicants from external institution	
Organisational Level Search or Higher	4 points
Local Office Search	2 rouns
Applicants from central office	
National Level Search or Higher	4 points
Central Office Search	2 points
Applicants from regional office	
National Level Bearth or Higher	4 peints
Regional Office Search	2 points.
Applicants from schools division office	
Bardened Lane Remorts on Mathew	d toping

Putathpetermons " X/S " WArter

Where:

- Performance Retting in Daylod RPUSS
5 - Higheret Pessible /PR in Daylod RPUSS
WA = Weight Albouthen for Performance
(25 points)

Midgelat Value 4.75 2.795 2.295 1.395 0.7985

RPMB Ratting Bealer Outstunding Outstunding 4 890-5,000 Very Steakerrey Stellederrey Stellederrey Stellederrey 2,800-3,490 Unstallederrey 1,000-2,490 Institute of the Stelle 1,000-2,490 Institute of the Stelle 1,000-2,490

Table 4. Midpoint Value of the RPMS Rating

Victoria Position Behavi Principal I - 30 19 v = 4356 VA - 29 Peterlespopmen = 4.386/n - 25 = 31.79

a. Internal applicants.

The performance rating required for larrand applicants shall be the utiling therefore the Results Band Performance Monagement Systems (PRMS) in individual Performance Commitments and Review (IPCR) from obtained the Laplacian the applicants of the Performance of the Performance

Reserves, as a national propietors (the applicant) that labe has been one of the control to online to online to online to the control propietors or the control propietor to the dataset and seasons or securing shall be required, rating period propieto to the dataset of the control propietors or the control of the control propietors or the present for the second peer carry positions where the required performance rating as at least Sentiabettary (filt).

For external applicants whose performance is measured using other numerical or adjectived insting systems with scale that car not aligned with the free (by-point rating scale of the RBMS), the MRMPBB shall develop with system that transmitted the performance staling to the corresponding points comparable to the existing rubries of the FBMS.

SANS - 2.983/8 - 25 - 18.978

External applicantly to vacant positions with experience requirement shall solution to the performance requirement with a solution to perform the substantial of performance relating is from a position to be faller. Non-substantian of performance relating is for any resource of the reformance relating is not any resource of the applicable performance radius, while considered in the absence of the applicable performance radius.

Outstanding Anomalphhomestic Outstanding Accomplishments refer internous contributions of an applicate, such as lefer, investigate, or discover which were duly recognised by an authorised body. These must have a direct has tell Not of the applicant, current or previous position. Outstand accomplishment must have do to positive results in belt workplace through accomplishment increased production, improved working translated, and swidtly in generation recognised.

Table 5 below enumerates the components of Outstan e corresponding maximum points for each component.

An official or employe who is on official leave or absence, for reasons at an anternity in mining part, or of CSC employer problemity. In mining part, or of CSC employer is not or considered for problemity or considered for promotion in a consecue, a person ming in the last rating period pairs to the leave inhere what for required.

The performance rating prior to the reclassification of the position for considered as performance rating in the reclassified position for of promotion, if applicable.

For external applicants whose performmence is measured using a fee (5), keel adjoctival performance rating scale, the midgoint value of the EPUSE strating finishe 44 equivalents to the sujectivals mixing shall alw used as the applicants' performance rating plan. The Confidents of Relining must be supported with the Performance Penhandron Tool.

a.2. Auends as Prainer/Coach. This refers to awards gained as trainer/coach in any academic or non-academic competitie Appleants from schools
Distance Level Search or Higher 4 points
School, Municipali y District Level Search 2 points

A. Any leasuance or memorandum designating this a trainer/coeth; and Certificate of Recognition/Appreciation as Trainer Winning Contrastant/Perent/Activity.

		Lerni				Polaticones Conc. Amer.
4	athea	ê	in the	Nationa	Š	3 points
	or Highest	Pacer		Stegional	Level	2.5
hambion	or Higher	Pacer	dr the			ł

Research and Innovation

Fedition Pointspeed 4 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
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For collaborative research studies/innovations, the total points shall be divided by the number of authors/researchers indicated in the copyright page.

Subject latter fractor, illustration to Commission i Tractor Commission and the Commission of Commission of Commission and Com

Means of verilleation:

A. Issuance/Memorandum showing the purchased of Contributions and Certificate of Varietisation of Attendance, and C. Output/Adoption by the organization/Depth. Rubrice:

MOVe Submitted Pointsons
ALL MOVe 3 points
Only A &B 2 points

Of Reserve or generating, Careming programmers, mail spot application who have been requested and invited to share their brown and expertise on specific subject, market, his may include repid-and nerved as a feestures Speaker, Resource Person, Timiter, and correctly Sentitives in committer, including programs, conferent corrections compress, forum, familing special section of

Means of verification (All Inted MOVs shall be submitted).

A leasured, Memoemelmal (Pivitation), Training Matri
B. Certificate of Recognition/Merti/Commendation),
and:
Certified decis/s used and/or Session guide/s.

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Level	Polisitationway tyndential or ting builds that
Applicants from asfearal thefittifien	
Organizational Level Scottlerable or Higher	2 points
Local Office Level Speak-rights	1 patent
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Applicants from regional effice	
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Regional Level Speakership or Righer	2 points
Division Provincial On Level Stredbership	
Applicants from schools	
Wildering Street Street, and Wilders	O codeste

MBAP Acervolited Lecenting Pacititetter. This shall apply to applicants who have been given accreditation as Learning Pacificator by the National Educator Academy of the Philippines (NEAP).

A. Certificate of Recognition as Learning Pacilitator issued by NRAP Pragional Office.

B. Certificate of Reognition as Learning Facilitator issued by NRAP Certification filter.

Level	Polistagesor Loussay Perfitated
tional Assessor	2 po
National Trainer	1.5 points

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Ostanuaring Accordances	li i	Bentanks
Americals and Benguisters Outsisselling Snaphyre Auerich 2017 in Bayesie Mannet 28ph School Inc ART/e submitted;	2 points	Not credited due to num-terbmission of required MOVs
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Resource Speakership/Learning Farithteston. Corpforte of Ronognishin as Remarkos Speaker in 2018 Disease Presing on Eronicasting (songiete MCV's submiffeed)	ž.	Condited

Applicent Chère gate i Vese 51 points fin his Assunite un Proisent/Chosh surved in 2015 and 2016, and use (1) points of fin his beautiful of the Chosente, zero (5) or no point to given in under Orienandra (Populage Assunit due to non-submission of the originist BDVs. Chico gets a related of the (1) points in Chaesendray, Assunitablesentials.

6. Application of Edwardson Application of obtaction in the contribution made degree in application to the wirefilence as a meanful of their fermings than that collections degree in our search, such as but not limited to applied concepts, processes, addition that are revenue to the position to be applied to supplie one of the application when the accordant who has accordantly applied the fearings paried from much the application are application and experience assembly applied the fearings paried from much the application to the application to the application and the application and the application are application and application and the application are application and application and the application and the application and the application are application and the application are application and the application and the application are application and the application and the application are application and the application and the application are application and application and the application are application and the application are application and application and the application are application and application and the application are application and application and application are application and application are application and application and application are applications and application are application and application and application are application and application and application are application and application are application and application a

The applicant's inability to take the principal's test shall not be considered grounds for disqualification. No test result shall only mean no score under the Written Evantuation component.

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Verserit pend disthesed Pre	x = 368 (PH Tf = 200 WA = 20	

For promotion and appointment to Maker school principal positions.
HRMFSH or subject matter experts as may be requested by the HBM shall develop a written examination which shall be the basis for scoring component on Written Examination (5 points). Pointages = (165/200) = 20 = 8.25

 $x \approx 8.5$  (more from the SDO-developed ) Tf  $\sim 100$  WA = 5Pointleys - 85/100 - 5 - 4.25 Vacors position: Reheaf Principal II - 8G 20

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  - Agentace. The URI shall be used to assess the applicant's potential or filled and on the control of the second of the secon

The polina laborated in BIR component of Section (Per entry large and 10 pt for layer proceeding the BIR component of Section (Section 1) for the symbol poline for the months of the section of the sect

Higher premium shall be given to an application of education or interventi by the applicant that is refevant and applicable to the position to be filled.

Amount intervention to described as the intervention that is directly applied. The functions unservention to position in applied to a longest, but intervention to applied to the operation of only the function to the operation of the function to the operation of the function of the function of the function of the function of the functional unit.

If the intervention made by the applicant does not meet the criteria to be for then said intervention shall be considered and be given corresponding points the rubries for Not Relevant.

Means of verification:

A. Action Plan approved by the Head of Office
B. Accompliahment Report wrifted by the Head of Office
C. Certification of the utilisation/adoption signed by the
Office

MOTO Referenteed	Padada	-
-	g.	N.
L'MOVs	10 polisits	5 points
		3 points
V.V.	5 points	1 point

7. Application of Learning and Development (L&D), Application of L&D is a preven success of the learning gained from the human resource fereleparcat (HSD) interventions done juttered by the applicant which must have led to algorificant positive results in their current or previous work.

Higher premium shall be given to an application of L&D or intervention made the applicant that is referent and applicable to the position to be filled. The definal the equal intervention as aftpulated in Item 6 of this Order shall apple.

- A Cortificate of Thinking or Circillosation on any applicable LAD Development Fig. 1017; for external agricultural according to the Cortification from Bills stating that the LAD Intervention a niligion with the ocer takes of the agricultural to their current or previous position and the form of the Cortification of Cortification of the Cortifi

D. Accomplishment Report tagether with a Octornal Certification that the LAD intervention was used/adopted by a different office at the local/higher level.

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 Potential, Potential refers to the capacity and ability of an applicant to positions that are more technical in nature. It may be measured through any or a of the following: Compount Appletement Politicement Politicement Politicement Politicement Processor States of Part States Part Stat

a Written Promoducidar (not to the standardised cannication chain to measure the horocopic jumpage professors, shifts in general rehability budgered and six shortfully alloyed the opposition produced rehabilities properties to the whole alternative producing must be checked by subject nature expent as repending by the IRBM28. Subject matter experts are the contract of the chicked where me experts are the chief and a produced as a proper me was contracted to the produced and the chief where me experts are the beginning to the best when whethin the was contracted to the programmer, the worlds to the produced of the programmer of the programmer.

Where: 

\*\*Score/vating in unitien ecomination in percentings scule 
77 = That number of test tenso or highest possible score 
WA = Weight Alboation for WB: Pointhesy = x/TI \* WAgen

For the purpose of bliring and appointment to exercy-level achieved principal, postblenes, to applicant's score in the Principals. Test, I National Qualifying Examination for School Heads (NQDSH) or a similar Qualifying Examination exhaust particulation on the administration of the purpose of the particular of the purpose of the purpose of the particular of the purpose of the pu

Porty-from what principal passibles include Outwol Diffraged USP 31, Special Schauf Principal Faller Is in Stemansfury, High Solores, and Senter Right School Sweds, Including Associated Principal III (ASP 25.