

### Republic of the Philippines

### Department of Education

DIGOS CITY DIVISION

### Office of the Schools Division Superintendent

### **DIVISION MEMORANDUM**

OSDS-2024- 026

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 RELATED-

TEACHING POSITION

Date:

January 26, 2024

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

VACANCY		QUALIFICA	ATION STANDA	ARDS
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
EDUCATION PROGRAM SUPERVISOR	Master's degree in Education or other relevant Master's degree with specific area of specialization	8 hours of relevant training	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher	LET/PBET/R.A.1080 (TEACHER)

Plantilla Item No.: OSEC-DECSB-EPSVR-750049-2010

SG: 22

**Monthly Salary**: ₱ 71,511.00

No. of Vacancy/ies: 1

Place of Assignment: CURRICULUM IMPLEMENTATION DIVISION



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

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

### JOB SUMMARY:

- To provide technical support in the full implementation of the articulated basic education curriculum for a subject area and the development of learning resource materials to suit the conditions and context of the locality.
- To provide technical assistance to the Schools in curriculum implementation, instructional supervision and learning materials development and quality assurance.
- (When part of LR Design and Development Team, may be assigned as Instructional Design and Development Coordinator).

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 **DIVISION OFFICE – RECORDS SECTION**.

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:

- 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



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- 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: <a href="https://bit.ly/Deped-Digos-Application2">https://bit.ly/Deped-Digos-Application2</a>.

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

Applicants who failed to submit complete mandatory documents (items a to j) on the set deadline indicated in the official memorandum shall not be included in the pool of official applicants. However, non-submission of the additional documentary requirements or those that may be required by the HRMPSB (item k) shall not warrant exclusion from the pool of official applicants.

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. 4 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.

The deadline for the submission of the applications for interested applicants shall be on **February 5**, **2024**. You may submit to the guard during weekends and holidays.

The *proposed* timeline of the selection process is as follows:

Date	Activities	Personnel Involved	Mode
January 26, 2024	Submission of application	Applicants	Face-to-
- February 5,	documents	Records Personnel	Face
2024			
February 6, 2024	Forwarding the	SDS Personnel	Face-to-
- February 12,	transmittal of all	AO IV – HRMO II	Face
2024	application documents to	HRMPSB	
	HRMO for pre-assessment	Secretariat	
	of the documents		
February 13, 2024	Conduct of initial	AO IV – HRMO II	Face-to-
- February 26,	evaluation based on the	HRMPSB	Face
2024	CSC minimum	Secretariat	
	Qualification Standards	HR personnel	
	(QS)		



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February 27, 2024	Issuance of letter for qualified and disqualified applicants	HRMPSB Secretariat	Online & Face- to-Face
February 28, 2024  – March 8, 2024	Issuance of memorandum on the conduct of written examination, open assessment, and interview of applicants	AO IV – HRMO II SDS	Online
March 11, 2024	Conduct of written examination, open assessment, and interview of applicants	HRMPSB HRMPSB Secretariat	Face-to- Face

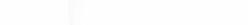
This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity, and expression (SOGIE), to apply.

Widest dissemination of this Memorandum is earnestly desired.

MELANIE P. ESTACIO, Ph.D, CESO VI Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

C: MA





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	CHECKLIST OF R	EQUIREMENTS		Annex
ame of Applicant:		Application Code:		
sition Applied For:				
fice of the Position Applied For:	_			
ontact Number:				
hnicity:				
rson with Disability: Yes ( ) N	lo ( )			
lo Parent: Yes ( ) No ( )				
		Status of		ification
Rasic Document	ary Requirement	Submission		RMO/HR Office/sub-committee)
Dasic Document	ary Requirement	(To be filled-out by the applicant;	Status of	D
		Check if submitted)	Submission (Check if complied)	Remarks
Letter of intent addressed to t	the Head of Office or highest		(Cricia y complica)	
human resource officer	mgnest			
Duly accomplished Personal I	Data Sheet (PDS)			
(CS Form No. 212, Revised 20	17) and Work Experience Sheet, if			
applicable				
	ed PRC License/ID, if applicable			
Photocopy of Certificate of Eli	gibility/Report of Rating, if			
applicable  Photography of scholastic / acade	amic record such as but and			
Photocopy of scholastic/acade	emic record such as but not ds (TOR) and Diploma, including			
-	ost-graduate units/degrees, if			
available	B. addition and dogstood, if			
Photocopy of Certificate/s of T	Training, if applicable			
Photocopy of Certificate of Em	ployment, Contract of Service, or			
duly signed Service Record, w				
Photocopy of latest appointme				
Photocopy of the Performance				
of submission, if applicable	performance prior to the deadline			
	d Omnibus Sworn Statement on			
	enticity and Veracity (CAV) of the			
documents submitted and Da				
Other documents as may be r	required for comparative			
assessment, such as but not				
Means of Verification (MOVs)				
Learning and Development re	of Education, and Application of			
issuance of appointment	choned from the date of last			
- I-A	ting obtained from the relevant			
	ice rating in Item (i) is not relevant			
to the position to be filled				
Attested:				
Human Resource	e Management Officer			
	OMNIBUS SWORE	N STATEMENT		
CERTIFICATION OF AUTHE				
2 2	nation above are true and correct, a	* *	owledge and belief, a	nd the documents
submitted herewith are origin	al and/or certified true copies there	eoi.		
DATA PRIVACY CONSENT	at of Education the night to called	nd process was a series	nal information as -t-	ated above for
	at of Education the right to collect a election, and placement of personne			
	eing implemented by the Civil Servi		ma tor purposes of C	ompanio with the
,,	J J J J J			
			Name and Sign	nature of Applicant
Corbonito de la companya del companya del companya de la companya	and the desired			
subscribed and sworn to befo	re me this day of	, year		
	ı			

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e)]cetronic 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

Table 2.b. Increments Table - Training

and/or degree relevant to the position to be fills num qualifications requirements as defined in the CS ated-teaching positions shall be based on the foll

venus to the publish to by files, exceeding the intrinsium venus are defined in the file; pyeaver, of by expen-cision have unlike the safe for hyperage. On a capture at the position to be filled, exceeding the minimum, or man man and profession to be filed, exceeding the minimum of the position to be filled, exceeding one II) was a man and the profession of the profession of the client to be filled. of the file promotion; and weakless acquired after the interprenation;

evaluative assessment is detailed in Table 1. The p feet and assist range of the position. Putns assig-from one assisty range to another, getting premium ve relevant to the position to be filled.

Evaluative Assessment Related-Teaching Position

The state of the s

	Bros	dedown of Po	inte
١	80 11-18	80 16-00 med 80-07	State (Chief)
	10	10	10
	10	10	10
	30	10	10
	30	30	25
	10	un.	10
acation	10	15	10
q	10	10	10
rest, e Test)	20	30	115
	100	100	100

Incatio		Training		Experience	8
18	Pedada	Introducing house salesismen (6)	Polisis	Increments from	Polanta
	10	10 or game	10	LD oy more increments	100
menth		6-9 incressests		8-9 increments	10
state		6-7 increments	9	6-7 increments	10
street		4-5 increments		4-5 incressents	*
at man	п	2-3 increments	7	2-3 increments	11

ducation Program Supervisor (MAPER) - 86-22 Jange: SG 16-23 and SG 27

aimum QS of the position to be filted, the HRMPSB si selline level for computing the points for ETE using as shown in Table 2.a, 2.b, and 2.c.

per CEC-appraised Corresponding Le industria for on Incrementa previous (MAPER)	or Moster's Deprise Level 21 (huses) on 7sth
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the baseline ievel, the HRMPSB shall compute for applicant's actual qualifications based on the subra ill'enousies. Intervenent shall refer to the difference bet trang qualification level and the corresponding level it say Q8 requirement of the position to be filled.

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.

Yor positions with multiple QS requirement for Experience fig. 2 year. Principal or 2 years as heaf Prehen or 3 years of Rachely Teachery Histories.

Histories and Marchill feeting the relevant experience with the high Histories with the high leaves and inserved. This shall be the basis in determining the final of the applicant for the Experience component.

The state of the s

Agelland 4 Agelland 4 Agelland 4 Agelland 4 Agelland 6	The state of the s
Discharing photor po 23, pink nony bishing on address and eleman fronty 24, 2013	the control of the co

-	harvenants frat stiptemen for beaufing QF registerators unter Percensuls Video La Bigordonad
marker Thumber 2 (860/100) ma. Ady 31, 2023 to	Only those aspecimen wherein is the position to be (Biol shall be considered in the computation of technologic findings aspections shall be enforced from the date of first day of service.
Lane Truster / (Marking en Amaray & 1016 to	Dr. 1 to main of Agallamet A., the enthrosts experience (Artemary S. 2016 to Ada; 26.) 2010 on Barner Treatment (Pry BARDER and Ada; 4.), List to prevent (Albert of anneument: Representer Ps., 2018) on Barner (Artemary S.), ministrative of the second
nd Pl. 2001 males B payette; Ann emery 61, 2013 is	and a number by augmenture and Neucher III is and domined released by the Advantage Programmy Delving president per COC opportunit following Table 2, the neuroportunity benefit of applicate of a Supervisorie qualification on Results Tenchair I and plates President if it passes and a manifold as at Lemel 24.
aspery of, 2016	The number of terreneuts for Applicant A's Experiment qualifications whall be compared by substituting the statement of these farmed is provide applicantly, qualification benefit and A's, an illustrated better.
	Applicant's Trabeling level - QR level + increment

Page 5 of 18

comparing the tumber of increments from the minimum flowling (QS requirement, the corresponding points arened by the egisteant be small be determined using Table 3 [Ruberlos for Computation of Patents for Baharston, Tuntuing, and Experience).

Uning the applicable rulerics as shown in Table 3 and based on the number increments eurned by Applicant A, the computation of points for ETE is as follows:

These summer of		i i
Street on	Bayertemen	history of the state of the sta
See of Points in tentes Tobbe &	Doubloop	Ferencess  Bank in  4  4  4  4  4  4  4  4  4  4  4  4  4
December 2	Distraction	Marchanton (Marchanton)  Marchanton (Marchanto
	ļ	The state of the s
elten of the Appl	Profession	The state of the s
OwnStreetto	Advention	and a property of the control of the

d. Meeting the minimum (baseline) QS requirements for Education, and Experience shall be given zero (0) points.

The following general guidelines shall be observed in giving corre-points to relevant Education, Training, and Experience qualificat

 Consistent with the provisions of the CSC ORACHEA, units a degrees to Decote of Medicine from a CREEN recognised inst may be considered master's units and/or degree for purpose giving points, except for positions that involve practice of prot covered by beard laws. Ethoation unts and/or degrees in multiple or different m be given corresponding points on a cumulative beais; provide units and/or degrees earned are relevant to the position for; provided further, that the subjects completed are not d

Page 6 of 18

- ii. Considents with Legis Robertion Boart (1821) Resources Ro- 42019. Bercher of Laws (LLM) or With Decker (LJU) units and degree semend from law schools recognised or supervised by the sand, its prodocessor regalistry agencies shall be considered by the considered in professional december unity-degrees in order most experiment in professional december unity-degrees in order most experiment to the moves profess of profession operated by the Appendix of the Considered shall invoke profess of profession operated by the LEGIS for the LEGIS of further clarificationy guidelines as a second by the LEGI.
- iv. Relevant training hours earned from digital/virtual/online learn may be considered, subject to the conditions prescribed in € Memorandum Circular (Mc) No. 3. s. 2021 (Cemeral Caldelines Digital/Cultive Learning in the Public Sector).
  - v. Referent experience galreed from port-time work of at least 8 hours per designed by the considerent provided, that the apparatuses of the major brainfairs with festilla on the major number of the properties it is administrated with softening on the corporated for purpose of general of the majority of the properties of general of the properties of general of the control or operated or administrated hand is transmitted eight (8)-hours per day workflesty.
    - vi. Relevant Experience galned from abroad or outside the Phili may be considered provided that the spiciant submits a Cert of Employment. Those documentary requirements with languages other than Employ of Propino shall be accompanie complete English translation.
- Applicable provisions under Rule VIII Part I to IV of the CSC ORAG shall apply in the appreciation of relevant Education, Training, Experience qualifications and giving of points to ETE credentials.
- Preferences, Pefentance riders to the measurant of how tooks, duter responsibilities are carried out or accompliable thy the applicant as evident performance utang document or other means of eviliation. The performance and admitted the terror or periods to be position that is reteart to the posi-tion shall be used for purposes of giving points for performance.
  - a. Pestitions with acquerience regatement. Applicants to position require regatement in the regatement in the current and previous for a position to the filled. Computation of points for predict shall be as follows:

Where:

\*\*A = Paylorentoral Stating
\*\*A = Paylorentoral Stating
\*\*A = Mighant Featurine Fire Inspirations for Paylorenterine
\*\*RA = Winglet Allocation, for Paylorenterine
\*\*TO powlets for SEO 11-15, SEO 16-23 and SEO 27; 28 powint for SEO 24)

Stummes Corne Laude 70 points Magne Corne Laude 70 points Magne Corne Laude 10 points Corne Laude 15 points

Applicants with work experience, who are applying to entry level position or positions with to experience requirement leaded on QL most sub-latest performance studied, covering one [1] year performance shall covering one [1] year performance in which is computation applicated in Items shall apply. S. Outstanding Assemplishments. Outstanding Accomplishments is neutrinous contributions of an applicant, such as these, inventions, or disk which were day recognised by an adherined body. These must have a disertant been keep of the applicant covered or previous position. Outst accomplishments must have bod to postere must be in their weedpine or efficiency in openion, havened postucioni, improved working aundaints, swings in generated specialists.

Table 5 below enumerates the components of Outstanding Aco the corresponding maximum points for each component.

Companent	Pointhpeanants Assessgitiones
Awards and Recognition	2 points
Research and Innovation	5 points
Subject Matter Expert / Membership in National Technical Working Groups (TWGs) or Committees	3 points

The points allocation in Table 5 shall serve as the maximum or ceiling pot they be extend for each component. The points arrived from each compon cumulative to determine the total points for Outstanding Accompliatments, concern for weight almosten for Outstanding Accompliatments as single, Table 1 (Watter Special for Politature Accompliatments as single, Table 1 (Watter Special for Politature Accompliatments as single.) Resource Speakership / Learning Pacification 2 points NRAP Accredited Learning Pacificator 2 points

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

Neisseal fred individual swetta acquired from a introcup search process and preputate search ging before such an GSC keroloaik, Neisseal Exon Fromeringsment Atmostry (REDA). Development voolenger of the Philippiese (Intervengement Amonthy (REDA). Development accelerated processipalments from the public search of the public search of the public search of the Philippiese (Intervention for the public search of the public sear

The details of each component of Outstanding Accomplishments, including MOVs required and rubrics for giving points, are as follows:

- Assurds and Recognition. This may refer to academic or inter-awards, or outstanding employee awards.
- a.1. Academic or Inter-School Awards. This shall apply only to applican with no or less than one [1] year work experience [e.g., fresh graduate.

Polethy-commun. 4.356/5 \* 20 = 17.424

The preferences mading recipient for internal applicants shall be the radin derived from the Baulia-Based beformance Management Systems (1994) for the following Performance Commitment and Perice (PICA) from obtained that the applicant's current or previous position that its relevant to the position to be filled.

Henever, as a mandatory requirement, the applicant shall also be required to natural preferences that the fact shall be a format to the fact shall be a coverable comply for the last premodated from fire to accord feed entry positions where the required preferences required from the to accord feed entry positions where the required to official ere undeplete who has desirable to the fact shall be required. In an americal bearing, for the control of the fact of brings to closelately, training gard, or their control and a fact a preference in the action of about to the fact of premistion rathing price of the fact of the fact of premistion rathing for the the reclassification of the position has been of premistion, if explaining in the reclassified position for purposes of premistion, if explaining in the reclassified position for purposes

For external applicants whose performance is measured using a five [15], and adjoined performance resist scale, the middlers value of the EPMS insulg Tubbe 40 expension to the adjection entitie shall be used as the experiment performance rating a. The Certificians of Sealing must be supported with the Performance Delausition Food.

## Table 4. Midpoint Value of the RPMS Rating

Mildpoint Value	4.75	3.995	2.996	1.995	0.7495
RPMS Rating Soule	Outstanding	Very Satisfactory	Batisfactory	Unsatiafactory	Poor
	4.500-5.000	3.500-4.499	2.500-3.499	1.500-2.499	Below 1,499

The following MOVs and rubrics shall be used in determining points Awards and Recognition.

- A. Academic or inter-school award; or in Cortification or any document showing top-morthing a Board Exemination; or Certificate or any document showing TOSP Award.

Point ti, Australia (Inter-Balland	2 poi	bool 1 point
Component	At least three (3) academic or inter- awards or TOSP Award or Top 10 in Board/CS Elightivy Examination	At least two (2) academic or inter-ac

a.2. Outstanding Employee Ausord. This shall apply to applicants previous work experience, or those applying to positions with experi requirement.

- A. Any issuance, memorandum or document showing the for the Search; and B. Certificate of Recognition/Merit.

Component	POLINTERCHMENT AND DESCRIPTION
Applicants from external institution	
Organizational Level Search or Higher	2 points
Local Office Search	1 point
Applicants from central office	
National Level Search or Higher	2 points
Central Office Search	1 point
Applicants from regional office	
National Level Search or Higher	2 points
Regional Office Search	1 point
Applicants from schools division office	
Regional Level Search or Higher	2 roints
The state of the s	

For multiple sweath ercheck from the same search giving however out the property that are conducted in section or progressive manner, each lost highest-lost search shall be considered to give progressive manner, the property regional, national level; Similarly, only the highest enearch shall given potent in cases where applicants sultmit multiple sewards fre different sweat giving bothes.

94.81 - 3.994/8 - 30 - 18.88

For external applicants whose performance is measured using or married or delevable in this greaters with scale that are not aligned the five bly-point rating soils of the RPMS, the IRBMSSS hall deep the second of the RPMS of the RPMS or outputable to the corresponding per companies to the central natives.

Exerral applicant/s to vacant positions with experience requirement at the annual performance relating is non-current or products uses of that is refer-ted the position to be filled, those submission of performance relating is no the position to be filled. These submissions of performance relations, to proop measure at the considered in the absence of the applicabile performance retains.

Posttlons with no experience regulvement. Applicants to positi do not require previous experience must submit the board exami Carers Service Eligibility ratings. Computation of points for perfishall be as follows:

Pointaperformance " x/100 \* WAperior

For honor graduates covered by Presidential Decree (FD) 907 tilted, Granting Lids Series Eligibility to College Floor Ordinate, as well as the Foreign School Honor Graduate Eligibility (FSHGE) as stipulated under CSC Resolution No. 1302714, the following rubric shall apply.

## b. Research and Innovation Means of verification:

| MOVe Submitted | Polisizements. Designate | Societae | Societae | Societae | Societae | A B C & E | Societae | Only A B & C | Societae | Only A B & C | Societae | Only A B & C | Societae | Only A B & Societae | Only A B | Societae | Only A B | Societae | Only A B | Societae | Societae | Only A B | Societae | Societa

For colinborative research studies/innovations, the total points shall be divided by the number of authors/rescarchers indicated in the copyright page.

C. Badgest Battless Execute (Technolochy to Harband 1970) and open collected that property of programme and property of the pr

### Means of verification:

- A. lastiance or Memorandum showing the membe or Committees;

  B. Certificate of Participation of Attendance; and C. Output/Adoption by the organisation/DepEd

MOVs Submitted Points and ALL MOVs Cody A & B 2 points

Resource Speakership / Learning Facilitation. This shall apply to applicants who have been requested and infriest to share their tomefacing and expertise on specific subject mater/s. This may include applicants with served as a Resource Speaker, Resource Person, Trainer, and/or

# carting Facilitator in seminars, training programs, conferen convention, congress, forums, learning action cells [LAC] sessions, etc.

Means of verification (All listed MOVs shall be submitted):

A. Issuance/Memorandum/Invitation/Training Matrix;
B. Certificate of Recognition/Metri/Commendation/Mya and confidence of Recognition of State (Commendation) and Commendation of State deck/s used and/or Seasion guide/s.

Lerol	Polesta; beautic bentuette Assente Pattibities
loants from external institution	
ryanisational Level Speakership or Higher	2 points
ocal Office Level Speakership	Losint
lounts from central office	
ational Level Sceatership or Blanks	2 coints
entral Office Level Sceakership	logut
leants from regional office	
stional Level Spenicership or Higher	2 points
egional Office Syeukership	1 point
longts from schools divinies office	
national Level Synathership or Higher	2 points
Welsion Provincial City Level Speakership	1 point
icants from schools	
evision Level Speakneship or Higher	2 points
The state of the s	

NGAP Accredited Learning Facilitator. This shall apply to applic who have been given accreditation as Learning Facilitator by the Nati Educator Academy of the Philippines (NEAP).

A. Certificate of Recognition as Learning Facilitator issued by NRAP Regional Office B. Certificate of Recognition as Learning Facilitator issued by NRAP Certail Office

6. Application of Balmetian Application of obsculoin is the contribution made of the application of the versions are a result of their farmings have obtained objects in made carried on the north inside to applied concepts, processes, objects in made carried on the farming of pages to concept and the pages of the pag

Applied Compay's Outlewing Prolinger (News 1 in 2015). Believed, and district desiration for the considered by the URINER that that the more than the However, these Oranger is supplying for Benefit 2015 (2015). Benefit and the alleged for Chattershiper According to the Company of the Company Asia, mer (of or co, point in given to Compay under Armette and Responsible on the Chattershiper Asia, mer (of or co, point 2015) about the company and the Company of the Company Asia, mer (of or co, point 2015) about the company of the Company of the Company of the Company Asia, mer (of or co, point 2015) about the company of the Com

Polishment Comming No.	sor 2 points	nr 1.5 points	nr 1 point
MOVe Buhantttod	Accredited National Assess	Accredited National Traine	Accredited Regional Trains

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7. Application of Learning and Development (LAD), Application of LAD is a proven success of the learning gained from the human resource development (HRO) interventions done/latended by the applicant which must have led to algulficant positive results in their carrent or previous work.

Higher premium whall be given to an application of LAD or intervention made the applicant that is relevant and applicable to the position to be filted. The definit of relevant interventions as stipulated in Item 6(a) of this Order shall apply:

A. Crettilonic of Training or Certification on any applicable Lbd.
Provingment Pinn (1917) for certified application in the continuous provingment and proposed and the Lbd. Intervention is singled with the continuous properties of their certified and the continuous properties of their certified and their

MOVe Submitted	Polishner	Division of Latin
	Relevant	×
L MOVs	10 points	5 points
nhr A. B. & C	7 points	3 peda
BARB	oints	1 point

Potential. Potential refers to the capacity and sibility of an applicant to smarter the duties and responsibilities of the position to be filled, and those higher positions that are more technical in nature. It may be measured through any or all of the following.

Component	Pointson	shooting	
	80 11-18 90 16-23 80 27	80.24	
en Examinations (WE)	5 points	5 points	
a or Work Sample Tests (f)/WST)	10 points	5 points	
vioural Events Interview (BEI)	5 yeints	5 points	

a. Written Exemination rices to the annularized constitution which measure the knowledge, language prefetency, shilly to present folso, judgment and festerating soling of the expicitions. The test and remainst ruther appropriate to the positions for efficient and the developed by anticer matter experts an expectated by the HibMSS, Solient matter experts are requested by the HibMSS, Solient matter experts are requested by the HibMSS. Solient matter experts are requested by the HibMSS.

individuals internal or external to the office where the vacancy exists, or to the Department, who have working knowledge of the specific competencies required by the position to be filled.

Where:
x = Score/rating in uritten examination in percentage
WA = Weight Allocation for WE Pointhjum = X/100 \* WApmy

16		
octalist II - 90		* 4.25
n Program Sp		= 85/100 - 5
Pitcart po	x = 65 WA = 5	Pointhum

Shifth or Work Sample Test refers to the test that may be administrated to contained for application of addian testions to the requirement of the position to be filled. The test and evaluation relative must be designed by subject matter experts as required to the HRMRHS depending on the type of skills test required by the position to be filled.

Where:
Some/reting to the S/WST in percentage scale
WA = Wingfort Allocation for S/WST
(10 points for S0 11-15, S0 16-23, S0 27; 5 points for S0 34) Pointagen = 1/100 \* WAggrann

- 80 16		
gram Apecialist II-		85/100 - 10 + 8.5
Bilucation Pro	x = 85 WA = 10	Polatingwarp."

deflates described the state and restrict and an extension of the state of the stat

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

Applicant Orasque is applying for a therefore Ethicostlews Programs Speedualized (190-15), and application of Control Control

Asservite and Bereignetstons
Outstanding Replayer Asserd 2015 in NCR
(complete MOV's submitted) Outstanding Accomplishments

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

Rubrics: (SQ 11-15 and SQ 24)

Mar Barbara	S roints	3 redests	3 point			has of binasticus	Not Relevant	9 roints	6 votesta	The same of the sa
Balenant	10 roints	7 coints	5 yelents	400 000	s and SG 27)	Polathoponica	Bedevunk	15 naints	12 reints	
	ALL MOVs	Only A & B	Only A	Dobeton 100 to 0	Rubrics: (30 10-23 and 30 27)	MOVe Subsettted		ALL MOVs	Only A & B	-

Positions with no experience requirement, Applicants to positions
the not require persons were despetivence must stainer the CWA, in
highest scatterini-figure here carried as evidenced by Transaction
for righer formation of CMA (Opposits policy) for the Committee
of righer Education (CMES) or other certifications. The REMENS
Computation of plains for Application of Stateston that the substraint
or supposition of plains for Application of Stateston that the substraint
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or supposition of plains for Application of Stateston that the substraints

Why the state of t Pointshapphenism of Schemism = 2/100 \* WApppings

X = 15 WA = 15 Polnthygonome of themines = \$2,75/100 \* 15 = 12,4135 Vocant position: Behooston Program Specialist II – 80 16

Relevant intervention is described as the intervention that is directly applicable to the fractional unit where the position applicable the holged An intervention is described to be applicable if it can be used in his property of the contraction of the expension of the contraction of the applicable is the contraction of the fractional units of other other contraction of the fractional units.

Higher premium shall be given to an application of education intervention made by the applicant that is relevant and applicable to position to be filled. Pustitions with superience requirement. Application of colocition is contributions under bythe applicant to their voyaginers as a result of it learning from their othersion degrees or units entered, such as but imited to applicate concepts, processes, and skills that are relevant to position to be filled.

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by the applicant. The STAR approach draws focus on actual filtuations in which the applicant except, the Tank's that the applicant faced; the Actions that the applicant took, and the Results of those actions. The BEI may be used to assess the following areas:

Agentee The TSS shall be used to assess the applicant's potential that expected the third that the profession that are used of the position in a fine shall not be abble positions that are used to a says other rises aspects within the beginding hyperoblogical that decided well-being in. Theses, it shall seve as an sensite to enhance an applicant's John Spinish and applicant's John Spinish I and positionally live to organize an applicant's Joh Chers man that may be identified by the INSERTING.

We points alocated the BES compared to possible and we to the x or celling points that may be extractly as a applicant. The points are each area are containable to determine the today depicture. The points are filled composition and determine the appropriate areas relevant to the possible and field ends assign points to each area not exceeding the maximum points for BES.

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