

Republic of the Philippines

Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2024-080

То	:	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 POSITIONS FOR SCHOOL PRINCIPAL POSITIONS

Date : February 8, 2024

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

VACANCY	QUALIFICATION STANDARDS				
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY	
SCHOOL PRINCIPAL I	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	40 hours of relevant training	Head Teacher (HT) for 1 year; or Teacher-in- Charge (TIC) for 2 years; or Master Teacher (MT) for 2 years; or Teacher for 5 years	LET/PBET/R.A.1080 (TEACHER)	
Plantilla Item SG: 19 Monthly Salar No. of Vacanc	OSEC-DEC y :₱51,357.00	SB-SP1-7502 SB-SP1-7501 SB-SP1-7500	98-2010		



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

Place of Assignment: ELEMENTARY EDUCATION

JOB SUMMARY: Sets, the mission, vision, goals, and objectives of the school, creates an environment conducive to teaching-learning process, implements, monitors and assesses the school curriculum and is accountable for higher learning outcomes.

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 **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: <u>https://bit.ly/ChecklistOmnibus</u>), 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: <u>https://bit.ly/Deped-Digos-Application2</u>.



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) does not exclude them 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. 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 posted the DepEd memorandum will be in 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 to the Division Office is on **February 18, 2024**. You may submit to the guard during weekends and holiday.

Date	Activities	Personnel Involved	Mode
February 8, 2024 -	Submission of	Applicants	Face-to-
February 18, 2024	application documents	Records Section	Face
February 19, 2024 -	Forwarding the	SDS Personnel	Face-to-
February 21, 2024	transmittal of all	AO IV – HRMO II	Face
	application documents	HRMPSB	
	to HRMO for pre-	Secretariat	
	assessment of the		
	documents		
February 22, 2024 –	Conduct of initial	AO IV – HRMO II	Face-to-
March 5, 2024	evaluation based on the	HRMPSB	Face
	CSC minimum	Secretariat	
	Qualification Standards	HR Personnel	
	(QS)		
March 6, 2024	Issuance of letter for	HRMPSB Secretariat	Online
	qualified and		& Face-
	disqualified applicants		to-Face
March 7, 2024 –	Issuance of	AO IV – HRMO II	Online
March 16, 2024	memorandum on the	SDS	
	conduct of written		
	examination, open		
	assessment, and		
	interview of applicants		

The proposed timeline of the selection process is as follows:



March 18, 2024	Conduct of written examination, open assessment, and interview of applicants	HRMPSB HRMPSB Secretariat	Face-to- Face
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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.

For and in the absence of the Schools Division Superintendent

Sollie B. Oliver, JD, MATE Chief - School Governance and Operations Diffision of Officer-In-Charge

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OSDS/ADMIN/HR/dbc



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

CHECKLIST OF REQUIREMENTS

Application Code:

Annex C

Name of Applicant: _____ Position Applied For: _____ Office of the Position Applied For: _____ Contact Number: _____ Religion: _____ Ethnicity: _____ Person with Disability: Yes () No () Solo Parent: Yes () No ()

Basic Documentary Requirement		Status of Submission	Verification (To be filled-out by the HRMO/HR Office/sub-committee)		
		(To be filled-out by the applicant; Check if submitted)	Status of Submission (Check if complied)	Remarks	
a,	Letter of intent addressed to the Head of Office or highest human resource officer				
Ъ.	Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if applicable				
с.	Photocopy of valid and updated PRC License/ID, if applicable				
d.	Photocopy of Certificate of Eligibility/Report of 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 Ratings in the last rating period(s) covering one (1) year performance 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				
k.	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 _____

Person Administering Oath

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.

Page 6 of 16

Page 5 of 16

e. The following general guidelines shall be observed in giving corresponding points to relevant Education, Training, and Experience qualifications:

4. After determining the baseline level, the IRMPBB shall compute for the increments of the applicantly actuality qualification based on the submitted documentary requirements. *Increment* shall refer to the difference between the applicant's natural qualification breed and the corresponding level of the minimum (baseline) QS requirement of the position to be filled.

Page 4 of 16

We purpose of determining the backless level for the threatment of preferenced or specialized untils an use by wrighted the CO-Approx QS in addition to non-fitzoistic degree shall be considered equivalent to a Bacher's degree in Endoardon e.g. Bacher's degree in a literative status in Endoardon with appreciate mader - Level 6 hand or mice 2 al-Additional genetic-back and genetic status and are correspond to white to start the degree in Advector degree in a literative visit to starts the degree of the degree in the status of the degree of white to starts the degree of t

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

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Using the applicable rubrics for the School Administration as shown in Table 3 and e axumple:

After computing the number of increments from the minimum (baseline) QS requirement, the corresponding points earned by the applicant for ETE shall be determined uning Table 3 (Babrics for Computation of Notas for Education, Truining, and Experience).

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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.

Page 3 of 16

Page 2 of 15

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3. Estanation, Twaining, and Esparismon (ETF), corresponding to the applicative qualifications exceeding the using the increments Table (Table 2.a. 2.b. 2.c) and the BP Points for ETF (Table 3). Only those qualifications that are be filled shall be given points.	summer of combinings of come his crosses
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tubrics for Computation of Points per Criterion

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

CRITERIA AND FOINT SYSTEM FOR HERING AND PROMOTION TO SCHOOL ADMINISTRATION POSITIONS

closure No. 3 to DepEd Order No. 007, s. 2023)

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Table 1. Point System for Evaluative Assessment: School Administration Positions Meantein with add/or depre retent to the position to be filled, creating the units and/or deprese retents a default to CSO-oppored provides the default of the position to be filled, exceeding the animum repursements a default in the for generation of the address prevent to the position to be filled, exceeding the animum repursements about the star file [3] years repurse the address of the CSO-oppored QS. An opportunity or 12 months about the default of prevents QS and promotion: reputs to the position to be filled; reputs the position operation of the true that promotion; paghenetism of Baseline acquired after the hast promotion; Positional and construct of previous assessments; Positional and construct of advection assessments; Positional and construct of advection advection of Baseline advection; Positional advection of Baseline advection of the return of the true hast promotion; Positional advection of Baseline advection of the return of the

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2. The point system for evaluative assessment is detailed in Table 1.

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Breakdown of Foints 10

Page 1 of 16

Table 3. Rubrics for Computation of Points for Education, Training,

mond of "sounders	Training: 10 points	Education: 10 points		martine wronersee	W-1-A+ AN
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 Training : Training Training (92 Japans);

Line of HRMPSS assessment/Open Ranching System: Reptember 20, 2022 Based on the minimum QC of the position to be IIIed, the HRMPSB shall determine the baseline level for computing the points for ETE using the Increments Table asslown in Table 2, 2, 3, 3, and 2c.

 Bitson spectra spectra

strative example: Vacant position: School Principal I (Secondary School) – BO 19

2-3 lacrements 2 3-3 lacrements 2 3-3 lacrements 2

Education units and/or degrees in multiple or different majors be given corresponding points on a cumulator basis; provided, the units and/or degrees earnod are relevant to the position applica-for, provided further, that the subjects completed are not duplica for, provided further, that the subjects completed are not duplica

Consistent with the provisions of the CSC ORAOTRA, units an degrees of locater of Medicate from a CLD-recognized tracking may be considered masterly units and/or degree for paralysi-giving points, accept for positional that invoke practice of profe-covered by board laws.

II. Constraint we have basedues the most constraint we have a second service of the second =

W. Relevant training hours earned from digital/virtual/online lear may be considents, subject on the contitions preservibed in Memorandum Citrailar (MC) No. 3, s. 2021 (General Gideline Digital/Online Learning in the Public Sector).

• Relevant experience guined from part-time work of at least hown per days they considered provided, taken the theorem per days the considered part for data and the state of the state of the state of the state constraints of theorem redence. The particular data or years of chemical expected on particle data for anomato explanation into a years of expected and for transmis-edge (#) (#) our per of any wakay.

Relevant Experience gained from abroad or outside the Phil may be conditioned that the brain straing statements of Employment. These documentary projuntements as of instgauges of the than Erghals of Filiptico shall be accompani complete English translation.

Applicable provisions under Rule VIII Part I to IV of the CSC ORM shall apply in the appreciation of relevant Education. Training Experience qualifications and giving of points to ETE credentials.

4. Parlineanane. Performance refers to the assessment of how tasks, responsibilities are compatibility of the applicant as experimenter many deviation of the applicant as experimenter many deviation of each and the applicant of the field shall be used for purpose of giving giving giving for performance.

Page 7 of 16

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An official or employee who is on official lever of absence, for reaso an auternity lever, load or official levers, may be completed and apply, including grant, CSC-authorized official levers, may be considered for promotion. Cases, a performance mixing in the last rating period prior to the absence shall be required.	However, as a mandalory requirement, the applicant shall, to usuant performance retains of a low Very Statifactory rating period prior to the date of assessment or accorning as earcy for transitions on first to assessment or earcy forth required performance rating as it hand Statisfactory [St	y (VB) in y (VB) in thail be n titions wh
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The performance rating prior to the reclassification of the position shall b considered as performance rating in the reclassified position for purpose of promotion, if applicable.

For external applicants who level adjectival performance rating (Thale A) equivalent applicant's performance ra supported with the Performa

Page 8 of 16

the RPMS Rating	ming ount value	4.75	3.995	2.995	1.995	0.7495				ance Rating = 3.995		nce is measured using other a scales that are not aligned with 5, the HRMPSB shall develop a uting to the corresponding points 29MS.	th experience requirement shall use work that is relevant to the formance rating/s for any reason or. No proxy measure shall be e performance rating.	Outstanding Accompliatments refer to such as ideas, investions, or discoveries doby. These must have a direct link to t or previous position. Outstanding the results in their workplace through
Table 4. Midpoint Value of the RPMS Rating names to the order	Perfect Antonag Bosare	4.500-5.000	Very SetLafactory 3.500-4.490	Satisfactory 2.500-3.499	Unsatis discrary 1.500-2.499	Phone Beckow 1,490	libustrative example:	Visional positions Bithered Presultani 1 – 800 3.0 Adjatuta Preferadural 1 – 800 3.0 Adjatuta Preferaduras, Rinata Statia in the gravitina Juli: Bithor Expendition: Revisio Intervention, Clond, Strong, Stat Model	Performance rating of the applicant. Strong	x = 329MS midpoint entra (Very Stabilizatory) equivalent to Performance Rating = 3.995 WA = 25	Petratisyon-waves = 3.9945/8 * 25 = 19.975	For external applicants whose performance is measured using other numerical or adjaction similary particulars with adjaction at the order the Prev (Typethir runting acts of the PMMS, the HSM2918 Mal Gereby a signetic that transmiss the performance annula to the corresponding points comparable to the cauting runders of the PMMS.	External applicantly to vacant positions with caperiance requirement shall be added performance entropy. For any previous work may be requirement to the position of a siller, fore-administic of performance relating to the argy resource of the area occurrent of the upplicable performance using.	5. Outstanding Accessifildiaments. Outstanding Accomplainments refer to the complexity of the compl

iding Accomplishments and

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

Page 9 of 16

For collaborative research studies/innovations, the total points shall be divided by the mumber of authors/researchers indicated in the copyright page.

Project Retter Expert, Issuebenkie in Automat TWU ar Com Provident Retter Stopert, Issuebenkie in Automat TWU ar Com stoper Communication and an anti-anti-anti-anti-anti-sector formation and anticolar level. This are projected to the development and/or valuation of framework, policies, and kanning anterchaik Stopics nature operations or projected, and starting anterchaik Stopics nature operations or projected, and starting anterchaik Stopics nature operations or projected for an operating and/or and/or antice operations or projected for an operating and/or antice operations or the positive stopics of the stopic of the stopic of the positive stopic of the stopic of the stopic of the positive stopic of the stopic of the stopic of the positive stopic of the stopic of the stopic of the positive stopic of the stopic of the stopic of the positive of the positive stopic of the stopic of the stopic of the stopic of the positive stopic of the stopic of the stopic of the stopic of the positive stopic of the stopic

A. Issuance/Memorandum showing the membership in 1 committees: R. Corrultente of Participation or Attendance, and C. Output/Adopten by the enginiarition/DepBM. Rubrica:

Means of verification:

Table 5. Components of Outstanding Acce

Component	Points ondering Assessments and
Awards and Recognition	7 points
Research and Innovation	4 points
Subject Matter Expert / Memberahip in National Technical Working Groups (TWOs)	3 points
or Committees Resource Speakarship / Learning Facilitation	2 points
NEAP Accredited Learning Pacifitator	2 points

a.2. Aucurds as Trainer/Coach. This refers to swards gained by applk as trainer/coach in any academic or non-academic competitions/activ activ

Means of verification:

Aggiblematis from schools Division Level Search or Higher School /Municipality/District Level Search 2 points

Any issuance or memorandum designating the applic transer/costar, and B. Certificate of Recognition/Appreciation as Trainer/Cost Winning Connestant/Activity.

The potent algorithm in Table 5 shall serve as the maximum or colling poli may be extend for each component. The polish started fram each component under the distribution of the maximum polish or the started framewark to macessed the maximum polish or weight allocation for Outs for Stepol Ministruktion Polishon.

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

National ferel individual marchs exclused from a theorem) starts proce-parity from the second process, using a SCA functional. Mathematical Development (Authority (REAM, Development Acadamy of the Hanghade DepEd, etc., shall be given machinum pottes in Outstanding Accomplications 10 points).

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

Asservin and Recognition. This may refer to outs and/or awards as trainer/coach.

a. I. Outstanding Englispee Auserd Means of verification: A. Any insuaaces, membershoftam or document showing the Chin B. Certificates of Recognition/Merit.
 B. Certificates of Recognition/Merit.

Level	Polatscontenting Baginger Award
upplicants from external institution	
Organizational Level Search or Higher	4 points
Local Office Search	2 points
upplicants from contral office	
National Level Search or Higher	4 points
Central Office Search	2 points
Applicants from regional office	
National Level Search or Higher	4 points
Revioual Office Search	2 points
oplicants from schools division office	
Regional Level Search or Higher	4 points
Division/Provincial/City Level Search	2 points

Page 10 of 16

A B Onlo

MOVs Submitted	Polatinguerrating Summer
B, C&D	4 points
B.CALE	4 roints
IVA. BAC	3 points
NA&B	2 points
IV A	1 point

Page 11 of 16

Page 12 of 15

2 points 1 point 2 points 2 points 1 points 1 points 1 points 1 points 1 points 1 points

Lord Applement from screenal inset. Constantional Lord Speakorski, Lord Office Aff Speakorski, Carlord Office Affred Speakorski, Carlord Office Afred Speakorski, Relational Lord Speakorski) or His Unitaria Lord Speakorski) or His Unitaria Office &

1 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
IOVs Submitted	Point Susannation (Removal)
CAD	4 points
CAE	4 points
A. BAC	3 points
AAB	2 points
	1 reviewt

ed or unpublished, of the concept/s der

For multiple meanth received from the stance ward giving body as newer chargeor that are conducted to briefles or programmer manner in higher breach ward shall for considered (a WEPC winning count) the higher breach mean and invest) standards, only the higher stand at division, regional, must are applicants atomit multiple sewards different event giving bodies.

b. Research and Innovation

Means of verification

Lared. Lared. Champion or Highest Phoer in the Rutional Lovel. Champion or Highest Phoer in the Rutional Lovel. 2 points Division, Provinsial Lovel. 1 point.

Rubrics:

A Propend shark person by the linear of Cliffor of the delignation processing shares and provide the structure per 200 kb. 1.6, a. 2017.
 B coorginalizations of the structure per 200 kb. 1.6, a. 2017.
 C contributions of utilization of the innovation or research, with a structure per structure struct

d of Office within

c) Answerse globalwady a pricarding Particlates. This had upply applicants who have been requested and institut to almost period and experience on specific support, matter, Mai new Joursels exploit who served as a Resource Spoker, Resource Procen, Trahlere, and Learning Perfluxio. In contrast, training programs, conferra contrast, and pricarding programs, conferra contrast, and pricarding pressions, conferra contrast.

MOVs Bubmitted Pointsum ALL MOVs 3 points Only A 68 2 points

Means of verification (vI) Interd MOVs shall be submitted) Ansausery/Memoandham/Intriations/Training Marz R. Creatificate of Recognition/Merth/Commendation/ R. and: C. Silde dexi/s used and/or Sension guide/s, Ruhrick:

, when und/or aviour aviour e been	conduct of direct in stred behaviour/s their previous a pie that past behavious behavious to validate wi competencies have	efers to the liaplay of de anditions is the princip e STAR appr be required be required	b. Behavioural Result Anterview [BB2] refers to the conduct of direct inputy with the applicant, Bocataing on their fullagy of desired behavioury when subjected to specific situations or conditions in their previous and/or perturn workplace. Ells in based on the periodic build behaviour perturn workplace. Ells in based on the periodic build behaviour perturn workplace. Ells in based on the periodic build behaviour periodic periodic periodic build be available provided have been of behavior periodic build be available to periodic build behavior periodic periodic periodic build be available to periodic build behaviour periodic periodic periodic build be available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to the available to periodic build be available periodic build be available to periodic build be av
			Pointagerg = 85/100 * 8 = 4.25
		an economical	x=8.5 (score from the SDO-developed untit $TT=100$ WA = 5
			vincipal II
			Instrutive example:
as, the MPSB ng the	principal pestions, the puested by the HRMPSB the basis for scoring the	may be recipient when the shall be points).	For promotion and appointment to higher school principal HRMPSB or subject matter experts as may be requested by shall develop a written examination witch shalls to the basis component on Written Examination (5 points).
			Pointayes = [165/300] * 10 = 8.25
			X = 200 T1 = 200 WA = 10
			Inclu
			Illustrative example:
under	shall not be consi ily mean no score v	ncipal's test sult shall or	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 Examination component.
13 of 16	Page 1		
made casec, to an higher led to	s the contribution ags from their educ ed concepts, proce- nts shall be given nined from said have fouts work.	education i their learnin ted to appli e filled. Pol earnings ge earnings of edu rent or prev	6. Application of Education, Appliciation of extraction in the contribution made run applicant to their waveprince as a result of their starmings from their extraction gravely or units carrier, such as but not limited to applied concepts, processes, of addit that are relevant to the position to the flact. Fluctuation must have be pro- plication who has successfully applied the learnings pained from such taggers butants out on the system concept. The positional model have been to pulsicant you have results in the applicative concentration must have been to pulsate results in the applicative results in the applicative concentration must have be be pulsated.
P 6 6	Trainer/Cocok exmed in 2015 and 2018. Heavever, sere (0) or no point on-eubmusten of the regulated MCVs. philahments.	an Trainer/ Coo in 2018. House non-aubmiasti complialuments.	Applicant Chino gets three (2) points for his Avenuts as 2016, and one (2) point for his Resource Spontherable in is given to surface Orationcling Displayable Avenut chino to Chino gets a total of four (4) points in Outstanding Accom-
	Crudited	7 point	Resources Resources Applications (Recent Resources) Corrificate of Neurophician an Resources Spacker in 2018 Division Training on Rimanloasting (complete MDV's submitted)
	Credited	1 point	Wending Coach (1st Prins Stagetski) in 2016 Division Relationagen sa Paggoguskatso Celebration joan: Jete MOVa submitted.
	Credited	2 points	Wenning Coach (1 st Price Photojournation) in 2015 RSPC (complete MOVs submitted)
	Not creditati due to non-submission of required MOVs	2 points	Octainedings Employee Awards 2017 In Bagicio National High School (no MOVz extraited)
	ADLADVAD Dermoniska	Points beand on Rahrie	Outstanding Accomplishments
	SDO Baguáo City. He is pointed in October 2013. sudomitted the following	9) udthin School ap ments, he	Applicant Chies is applying for a School Principal 1 (202-1 carrwrift) a Matem Treacher I in Baguio City National High For the purpose of comparing his Outstanding Accomplish MOVe:
			Illustrative example:
	a to	2 points 1.5 points 1 point	Level Pe Accredited National Assessor Accredited National Tvainer Accredited Regional Tvainer
			Rubrics:
d by	as Learning Facilitator issued by	us Learning	B. Certificate of Recognition a NEAP Central Office
d by	Learning Facilitator issued	8	A. Certificate of Recognition NEAP Resignal Office

Higher premium ahali be given to an application of education or intervention made by the applicant that is relevant and applicable to the position to be filled.

MEAP Accredited Learning Facilitaton. This shall apply to applicants who have been given accreditation as Learning Facilitator by the National Educator Academy of the Philippines (NEAP).

Means of verification:

Behavaté diservendána is described as the intervention that is directly applicable to be functional unit vércer the position applicat for is indeged. As instavention is learnable to be applicable if it can be used in the operations of the functional unit saved on its offers manufacture in the efficial DapRd Offers Functions or Office Orden for the creation of the functional unit:

I 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 rubsites for Not Belevant.

Means of verification:

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



Application of Learning and Development (LhD), Application of LhD is a rown nuccess of the learning guined from the human resource development (HIGD) tereventions done, learned by the applicant which must have led to significant ositive results in their current or previous work.

premium shall be given to an application of L&D or intervention made by ant that is relevant and applicable to the position to be filled. The definition at intervention as atipulated in item 6 of this Order shall apply.

Means of verification

Certificate of Training of Certification on any applicable (AD intervention acquired that is aligned with the Individual Development Fan (DF): for entrain applicants, a certification from Hit starting that the AD intervention is aligned with the core tasks of Dr. gpikent in their current or parefeas position of the AD intervention of the AD intervention and the AD intervention AD intervention does/interacted, alion generate by the Interd of LAD intervention deep/interacted, alion generate by the Inter of C. Accomptishment Report regetier with a Oneeral Certification that the LAD intervention was used/adapted by the office in the Isolal intervention was used/adapted by the office in the Isolal intervention.

Page 14 of 16

D. Accompliahment Report together with a General Certification that the L&D intervention was used/adopted by a different office at the local/higher level.

MOVe Substitut	Palatopp	The shear of LARP
	Relevant	Not Relevant
ALL MON [®]	10 points	5 peints
Daly A, B, & C	7 points	3 points
Only A & B	5 points	1 point

ų

Potential. Potential refers to the capacity and ability of an applicant to assume 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



9 Writes Desentation relys to the standardised camulation which measures the incorrelys, incorpts protections, sailing to present ideas, judgment and kndership ability of the applicant. The test and semiation rubrics appropriate to the selood antimitaristics publicant must be developed by subject matter experts as requested by the HRMPBS. Subject matter experts network including and the Department, these who have senious been reserved by of the application, more method by the method teneview of the application completences and public of the method teneview of the application completences and public of the method teneview of the application completences and the method teneview of the application proteins and the method teneview.

Pointques = x/TI * WA(may

x=Score/rating in switten examination in percentage scale TI – Total number of test thema or highest possible score WA – Weight Allocation for WE

For the purpose of thiring and appointment to easiry-favore acked pertuclipal possibilities, the applicant's nove in the Principal Test / National Qualifying Examination for School Heads (NQDSH) or a similar standardized examination automatic administered by DepEd and be the basis for secring the component on Written Examination (10 points).

*Petry-level school principal politions include Ocheol Principal I (BP 1), Revolut Bitros Principal I (BDP 1) in Khane High School, and Broker High Ocheol Iersia, Invitating Availated School Principal II (MP 2). shary, Junior

Page 15 of 16

Page 16 of 16

The points allocated for EED component (5 points for entry lavel for points for high-points) and the the maximum or colling points that may be example by an applicant. The points correct from each area are cumulative to for an applicant. The points orrect from each area are cumulative determine the total points for EED component. The EED/RES shall determine the appropriate areas relevant to the position to be filled and assign points to each area not executing the maximum or certain growthe REO.

Apdaude, The HSI ahali by used to assess the applicant's potential or that capacity and allowing to assume the activate of the potentian to be filled and these higher positions that are more testimical in nature. Concreteristics or relative, it shalls to used to gauge other relevant appects used as the applicant's porchadged and social well-briefly Physics. It shall see use an arean to civiliant an applicant's -both Physics. It shall see us an arean to civiliant an applicant's -both Physics. It shall see us an arean to R. PULLER and S. Deformant's -both Physics. The shall see the discripted by the HMM/SB. Other sense better angle identified by the HMM/SB.