

## Republic of the Philippines

## Department of Education

DIGOS CITY DIVISION

## Office of the Schools Division Superintendent

## **DIVISION MEMORANDUM**

OSDS-2024- 08/

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 POSITIONS FOR SCHOOL

PRINCIPAL POSITIONS

Date

February 13, 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		(	QUALIFICATIO	N STANDARDS	
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY	COMPETENCY
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)	National Qualifying Examination for School Heads (NQESH) Passer

Plantilla Item No.: OSEC-DECSB-SP1-750208-2010

OSEC-DECSB-SP1-750198-2010 OSEC-DECSB-SP1-750050-2014

**SG**: 19

**Monthly Salary**: ₱ 51,357.00

No. of Vacancy/ies: 3



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



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## 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 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 to the Division Office is on **February 23, 2024**. You may submit to the guard during weekends and holiday.

The proposed timeline of the selection process is as follows:

Date	Activities	Personnel Involved	Mode
February 13, 2024 -	Submission of	Applicants	Face-to-
February 23, 2024	application documents	Records Section	Face
February 26, 2024 -	Forwarding the	SDS Personnel	Face-to-
February 28, 2024	transmittal of all	AO IV – HRMO II	Face
	application documents	HRMPSB	
	to HRMO for pre-	Secretariat	
	assessment of the		
	documents		
February 29, 2024 -	Conduct of initial	AO IV – HRMO II	Face-to-
March 13, 2024	evaluation based on the	HRMPSB	Face
	CSC minimum	Secretariat	
	Qualification Standards	HR Personnel	
	(QS)		
March 14, 2024	Issuance of letter for	HRMPSB Secretariat	Online
	qualified and		& Face-
	disqualified applicants		to-Face
March 15, 2024 -	Issuance of	AO IV – HRMO II	Online
March 24, 2024	memorandum on the	SDS	
	conduct of written		
	examination, open		
	assessment, and		
	interview of applicants		



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

March 25, 2024	Conduct of written examination, open	HRMPSB HRMPSB Secretariat	Face-to- Face
	assessment, and	TIKWF5D Secretariat	race
	interview of applicants		

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 OIC - Schools Division Superintendent

ap Ed Schools Division of Digos City





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

## CHECKLIST OF REQUIREMENTS

lan	e of Applicant:	Application Code:		
osi	tion Applied For:			
	e of the Position Applied For:			
	act Number:			
,	gion:			
	on with Disability: Yes ( ) No ( )			
	Parent: Yes ( ) No ( )			
		S4-4 f	Ve	rification
		Status of Submission	(To be filled-out by the H	IRMO/HR Office/sub-committee)
	Basic Documentary Requirement	(To be filled-out by the	Status of	
		applicant;	Submission	Remarks
		Check if submitted)	(Check if complied)	
a.	Letter of intent addressed to the Head of Office or highest			
	human resource officer			
o.	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			
i.	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			
f.	Photocopy of Certificate/s of Training, if applicable			
	Photocopy of Certificate of Employment, Contract of Service, or			
3.	duly signed Service Record, whichever is/are applicable			
1.	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			
٤.	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			
	Tullian Resource Management Officer			
	OMNIBUS SWOR	N STATEMENT		
	CERTIFICATION OF AUTHENTICITY AND VERACITY			
	I hereby certify that all information above are true and correct, a	ind of my personal kr	nowledge and belief, a	and the documents
	submitted herewith are original and/or certified true copies there	eof.		
	DATA PRIVACY CONSENT			
	I hereby grant the Department of Education the right to collect a			
	relevant to the recruitment, selection, and placement of personn		and for purposes of	compliance with the
	laws, rules, and regulations being implemented by the Civil Serv	ice Commission.		
			Name and Sie	gnature of Applicant
			rame and Sig	, incure of Applicant
	Subscribed and sworn to before me this day of	, year		
	1			
	IF.			0.11
		I	Person Administering	Uath

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.



# CRITERIA AND POINT SYSTEM FOR HIRING AND PROMOTION TO SCHOOL ADMINISTRATION POSITIONS

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

- A Distriction using and (or digren reviews) to the political to be filled conceiving the inclinant requirements as defined in the CSC, approved (58).

  1) Translate flows received to the political to be filled, conceiving the retinition requirements as defined in the CSC, approved (58, according to the rate the last promotion to the other conceiving the rate the last conceiving the control for the control of the conceiving the control of the conceiving the control of the control of

	Criteria	Breakdown o Points
1 4	Education	10
	Training	10
	Baperience	10
	Performance	25
	Outstanding Accomplishments	01
	Application of Education	10
	Application of Learning and Dovelopment	01
12	Potential (Written Exam, BEI)	118
		-

	Educatio	u	Treining		Experies	901
weight Allocation	Increments fram-	Points	Increments from spinisses of	Polate	meletiment On	Polats
	10 ew gante wettrakents	01	10 or sports spreysjectide	10	10 or sandy lagress ends	91
Schrottlen: 10 paints	6-0 monuments	-	8-9 increments	4	B-9 inservaments	
Distring: 10 points	4-7 increments	Q	6-7 inchesents	e	6-7 increases	
Experience, 10 popula	4-5 increments	*	4-5 increments		4-5 incresaents	*
	2-3 increments	n	2.3 increments		2-3 leasements	a

# Natuative savanple: Vacant position: **School Principal I (Secondary School) - SG 19**

The date of HRMPSB assessment/Open Ranking System: Beptember 20, 2023

a. Bessed on the minimust QS of the position to be filted, the HRMPSB shall determine the baseline level for computing the points for ETE using the increments Table as shown in Table 2.a., 2.b, and 2.c.

- Alme	port (Recording School) - 35 19 Buildry's degree in Hermaley Banatan, or Banatan's slapes with 13 recomment relevants with	Lave 5 (based on Table 2-a)
	4) Neuron Informati Professing	Lanel O (States) on Tobio 7, 8)
	Noval Thansburgh (see 2 years), or Transburghes/Dhange (see 2 years), in Massier Franker (see 2 years), or Transbur (Ric 8 years)	Level 2 Jan Hill Level 6 Jan 190 unal ACT Level 11 for Teacher (housed in Tolko 2 c)

tubries for Computation of Points per Criterion

3. Education, Training, and Experience (FTE). The points for ETE, corresponding to the against vigualization trainfictional exceeding 16.8 shall be computed until the increments value (1985 ± 2.2, 2.6, 2.4) and the Robrick for Computed visual Experience Tele Robric 2, 19.9, 4.7 and 19.9.

Table 2.b. Increments Table - Trainin

## Table 2.a. Increments Table - Education

level	France	-
ĺ	Cha Rend and tome	Remembery Level Networkholl
	Elementory Graduats	Asser Plah 6-had laws Educators & to 12)
	Company Grane High School (C. to. 13)	Segue 15gh inhead Land Education (K.to 12g
	Benev High Jelbod destaut: 65.to 12) High Ib hard Graebate 105 cardiodest	Lass thes: 2 years of Ordings
	Completed to years in Outline	Lean them a Bactacher's Degree but, easer laws 2 years to College
	Bathlein ), Drynn	Lane than 5 Utility activity transpals the complexion-
	is theatta contract forwards the conspiction of	Lies that 9 Daily elected towards the oxigistion
	W Platta meriad Laborath the completed of	the definition of the second formula the section of
	12 Visites narroad tensorals, the completion of	Leas then 10 Ually current councils the collegion of a
	15 Virths contact thought the complement of	Lens than 18 Lights carried breatist for completion at a
	by Drifts corned beautiful the complexions of	Leavition 23 Visits current lowerits the receptivism of a
	23 Utaka sterord towagin (Az tumphotiss) of a Manney Trustee	Less than 7: Otto correct converts the completion of a
	ph Units executed towards the completion of	Logo than 37 Cont derived resemble the completion of a
,	27 Union correct consegue the completion of a Monter's Founda	Leve than 30 tagta correct favorers the transpision of a Mater's Disease
	30 Union estated traverdy the completion of	Lets, that 10 tasts assess towards the conspiction of a
	37 Usina wateral howards the completions of a Manner's Country	Loss than 36 Trate comed towards the competition of a Master's Dispec-
	N. Units seemed manuals the remplorise of	Lone than 26 Units cented towards the compartion of a
	to tight carred towards the competence of	Look time of Agets and the completion of a
	17 Units enroad these to the completion of	Loss than Couplin Asianne Popplandury Losphia
	A Manar's Progres  (1960) Michael Steparate designates completed	Sustants the completion of a Muster's Diagram Loss than his avoinful Muster's Jagain
	Manney Ingres	Less than 3 high entred sawards the completion of a
	A faithe carried tilente ja the completion of	Loss Hwe C Digits sapared the overgitten of a
	d Users enread transmits the omeganism of	Loss West 9. Plate saffered financia the compensation of a
	to contrasting the design of the contrast of t	Lette them 22 Usats national terrorisky the mengheteles of a
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	A Linguistance of Longston Co. complexity of	Leve Dam of Units compared towards the completeness of a
	A Unite core of temands the sampletant of	Mare then '11 fights request hampening the magneties of
	in Charles to be present towards the complete and all	favor that 24 trists statised fow-bols the completion of a
	of Unite control fuency the chapterism of	Los Gati Cutedin Anderia Burdinaents
	6 Pustionals	completed America for conspecting of a Destream
	compared acutometry images resource compared formacids in Destacrate:	The state of the s

Page 2 of 16

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 carresponding points in the computation of increments.

positions with multiple CG requirement for Experience (e.g. iff for 1 years, PG of 2 years, PG o

The control of the co
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programmer of the degree of ASI ASI "On the homogeneous, Application of its continuous or a many of institution to receiving "ASI to such the 12th hours" ("May States 2.3), the some specialising hours of a specialist AT Training outs. ("Annexis 2.1) A shared place a send this.	The incaper of parameters (1) of digitizend (1) Technical qualification which is imagined by information with the parameter (2) and the parameter (2) and the parameter (2) and the parameter (3) and		No. Applical As they parecises as that four by the modes 26, 2012. To, also of 18 Application constrainty, Application 26, 2012.	computation of increments based on actual Experience qualification of Applie	Americania (Prince politicale Per Emericania) (Prince Prince Per Per Per Per Per Per Per Per Per Pe	A reserve of destinate a, the other discount expensions on the platestim.  For the other than the piece August 61, 2019 to present to \$2,000.  For the other of piece August 61, 2010 to done 21, 2010 to \$2,000.  For the other of piece August 61, 2010 to done 21, 2010 to \$2,000.	Frieg Pilia - 2 s. De rates in pathig three of symptoms is a functional enablance; enablation of should be supplied to a factor of the section of the sectio	<ol> <li>conclusion of intercentants in a Applicant AN if the entertain qualify bettiens a shall be interpreted by additionable to entertain DN bits of it (preter all bits Distribute if the sit in conclusion and applications of the design of the statement is sent at the concentration of the statement of the statement of the statement is sent at the statement is sen</li></ol>
Challess Desired on Ye	Confidency Roamship greenwhar 9 Mg (NOSLID) heart	Lestine Bullett of 1938 At Miller Sections prognal s.A.st., 2620) 24 hours	Saltumi saumilij 2' Jelsenne Itali a krivuta Joseffe is tur Plas et Behulity Sapresier 2'-47 M/17/24 eten	Computation of hic	Representation Charliff-Amilian of Organization A Should Thurbour Organiza- Ch., 2019 Fire presents	SET to use 15, 2025		

The state of the s Buttentive currepte: Using the applicable nubries for the School Administration as shown in Table 3 and heads on the number of homeonosts cannot by Applicant A, the computation of politics for TSs is a follows: After computing the number of increments from the minimum (basel QS requirectors), the corresponding paints earned by the applicant for I shall be determined using Table 3 (Rubrics for Computation of Polats Education, Training, and Experience) A control of the cont

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

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

- - Consistent with the provisions of the CRC ORAOJRA, units and degrees of Doctor of Medicine from a CHED-recognized institution may be considered massive units and/or degree for purpose giving points, except for positions that gravite practice of profess coverted by Doard laws.
    - in. Consistent with Legal Education Board J.E.B. Resultation 10s, 406, a.
      2010, Libertheer of Laws L.E.B. of value for the laws end/or digger entered from law schools recognized or supervised by the L.B. and the professioner adjusted by the L.B. and the L. or addition of the law of the
      - in. Reieveant training bours enracd from digital/virtual/online learn may be considered, subject to the coorditions prescribed in G Menocendum Circuite (MG) No. 3, s. 2021 (Seneral Guidelines Degital/Online Learning in the Pubble Sector).
- Relevant experience given from part time work of it teast it has the performed by executiveing provided, then the application to extract the performed its problement and the health or the number of from remotered to experience of given to the performed or years of application to years of experience submitted healt be transmitted eight (8) hour per tidy workflags.
- w. Relevant Exercisers gained from abroad or outside the Phil imp be considered provided that the applicant submits a Cent of Employment. Those documentary requirements with impurges other than hagher or pilipine shall be accompani complete English translation.
- Applicable provisions under Rule VIII Part I to IV of the C9C ORAG shall apply in the appreciation of relevant Education, Training, Experience qualifications and giving of points to ETE credentials.
  - 4. Performance, Patformance refeers to the assessment of thou itseld, drift responsibilities are certained out or encomplished by the applicant as evident performance entitle decument or other ments of verification. The parformance obtained in the current or periodus along or periodus along the its return to the post of the filled that it is true of the purposes of giving points for performance.

Component	Points pessenting been pulmerated
Awards and Recognition	7 points
Research and Innevation	4 points
Subject Matter Expert / Membership in, National Technical Working Groups (TWGs) or Committees	3 points
Resource Speakership / Learning Facilitation	2 points
	the same of the sa

The potest adjourtee in Tech Schall even as the manimum or celling pure in the centred for each component. The points entered from each component. The points entered from each component cumulative to exceed the maximum polatin or weight adjourned to exceed the maximum polatin or weight adjourned to the confidence as supplicated to Table 1 (Point Springs 162).

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

National level Individual awards acquired from a thorough search 1 given by repulsale seared fairing sockles, such as Co. Metroback, Nation Development Authority (REDA), Development Anadomy of the Philips Depths, etc., shall be given maximum points in Cutatasidias Accampilal 10 points.

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

Awards and Recognition. This may refer to outst and/or awards as trainer/coach.

a. J. Outsturndryg Employees Auxerd
Means of verification:
A. Any issuance, memorandum or does
for the Search; and
B. Certifican of Recognition/Merit.

Level	Politi Rosansanius Rapiero Aren
Applicants from external institution	
Organizational Level Search or Higher	4 points
Local Office Swarch	2 potnila
Applicants from central office	
National Level Search or Higher	4 points
Control Office Search	2 points
Applicants from regional office	
National Level Search or Higher	4 points
	2 points
Applicants from schools division office	
Regional Level Search or Higher	4 polititis.
Division/Provincial/City Level Bearch	2 points

Table 4. Midpoint Value of the RPMS Rating

Valous Position American American States (1998) 2 = 4.355 (1998) 2 = 4.355 (1998) 2 = 4.355 (1998) 2 = 4.335

a. Internal applicants.

the performance mitting speciated for internal applications shell be the string the forther of the contract of the contract of the contract of the interled in Performance Commitment and Reform (IPCR) from contained from the applicant's current or previous Job or position that is reform to However, as a mandatory requirement, the applicant shall also be required the unitals, performance maring the lanest Very Section (IPCR) in the last randage principal price of the contract of the contract performance maring and the way where the required performance maring as the account from the previously as an anternaty leave, local or foreign technologies when a maternaty leave, local or foreign technologies when the contract of the performance maring in the last arming period price in the charge of the contract of the procession. In such cases, a performance maring in the last strang period price in the current, a performance maring in the last arming period price in the replacement of promitted in the profession containing in the last arming period price in the performance rating period in the reclanation of the position shall be considered as performance using in the reclanatification of the position shall be considered as performance using in the reclanatical position for purposes of promitted in the profession is using in the reclanation for particular for purposes

For external applicants whose performance is measured using other numerical or adjective lutting systems with Scales have are not alloged with the five (5)-point study scales of the RPMS, the MRMESB shall develop a system faller trensurates the performance rating tools oversponding points compensate to the establish subsets of the RPMS.

Performance noting of the applicant Steing x = 10982 malpoper colour (Mary, Salattientro) again 10,4 = 25 Pelottipus nesses n 3,099(3 - 28 = 15.097)

Raterinal applicant/s to wacant positions with experience requirement shall provide several performance relating a form previous well and in telescent to the position to the filled, thou-suttaination of performance ratings for may reason provided in a cere oser of Performance extition to two presents what he considered in the absence of the applicable performance rating, that he

S. Outstanding Accomplishments. Outstanding Accomply for Outstanding Accomply and the Accomplishment of an applicate with a first law in the which were discovered by an authorised bydy. There must be exceptioned by an authorised bydy. There must be exceptioned by the point of t

A politicants from schools

Orielen Level Search or Higher
School Municipality/District Level Search
2 points

a.2. Ausards as Trainer/Coach. This refers to awards gained by app as trainer/coach in sary academic or non-academic competitions/ac

Any issuance or memorandum designating the applicat, trainty Coach, and
 Certificate of Recognition/Appreciation as Trainer/Coach Winning Contestant/Event/Activity.

Polisting Transact Crack Annual	3 points	2 points	1 point
	Mational Level	nyion or Highest Placer in the Regional Level	
revel	lighest Placer in the Nat	Macer in the	fighest Placer in the nais) Level
	Highest 1	Highest !	ir Highest I
	Sampion or Hi	hampion or	Champion or Division / Pro-

Research and Innovation

Commercial
4 points
4 points
3 points
2 points

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

c. Bubject Matter Expert/Membership in National TWGs or Committees. This shift ship to tapicates the line Vent closes and represents to use work towards an obligone in the southern Ventural Parameter of the control of the contro

A haustocy/ferrorandium showing the wernbership
B. Certificate of Participation on Autoridances, and
C. Output/Adoption by the agreement/DepEd.
Rubrics:
ALLWO when a Test and
A

Resource Speakership / Learning Pacilitation. This shall as applicates who have been requested and involted to share that has and expertise on specific subject matterly. This may make they who devered as a Resource Speaker, Resource Franch. Tainter, Learning Pacilitatic in serializat, training programs, confirm Carming Pacilitatic in serializat, training programs, confirm convention, congress, forum, learning action cells (IAC) sevelons;

Means of verification (All lated MOVs shall be:submitted):
A. Issuance/Memorandum/Invitation/Theining Marri B. Certificate of Recognition/Merit/Commendation/ and;
C. Slide deck/s used and/or Session guide/s.

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

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

B. Certificate of Recognition as Learning Pacilitator issued NRAP Central Office.

Level National Assessor National Trainer	Pointhent Lessing Parlitates		1.5 points	
	rel	National Assessor	8	

Mustrative example:

Applicant-Chiev is applying for a School Phesiqua I (SEL19) such SSO Baydis City, Iffe is commit jo a Master Fachfor I in Dayloo Dig. National High Solves appointed to Lacksfor 2013. For the purpose of conquiting his Chaisbanding Accomplishments, its intensinal that jobbandog Accomplishments, it intensinated that jobbandog Accidentation.

Chatalonelline Americantistracents	Pederic	HENDER
	funerd on Rubric	Bemarks
Assardin and Recognition: Outstanding Simpleyer Australa 2017 in Bugaio Matteral High School (no MOV's submitted)	2 postule	Not credited due to non-submission of regetred MOVs
Whitelings/Chech (1" Prime Photojournalient) bi 2015 RSPC (europhte MOV's submitted)	2 poénts	Oveliled
Winning-Coach (1st.) Ham Sayausty in 2016 Distation Edukasyon en Pagpag akatza Celebraflor. iconsides MCVs sub-sitted.	I polet	Overlined
Resource Specific rehtp/Learning Partitionary Confloats of Vergentien as Resource Specific in 2018 Distance Training on Broadcasting (complete BIOVs authorithed)	2 pahu	Credited

Applicast Chloo gets (thee (3) points for his Assorties as Trainer/Charle samed in 2015 and the Charles of the Charles of the Research of the Charles of Charles of the Charles of Charles of Charles of the Charles of Charles of the Charles of the

Applications of Bethereites, Application of extension in the controllation made by an applicant to their workings as a result of their bearings from that chashwall application of their chashwall application who has necessably explicit the tearings period from whall higher application who are presented to the chashwall application of their chashwall application of their

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 Esamination component.

(Polotones - (Edicition) - 10 - 4.33 For grounding and application to higher school principal pesitions. HERTERS or rubber ometre experts as may be required by the HEML SAM december by written extensions which shall be the basal for scoring component on Witten Enamination for pointed.

As therefored Life theoretic gray from the touchest of direct roughly with the spilicant, forming on their displies of facilities their presents in which the spilicant, forming an interfect to spilicant, forming an expedite instances or conditions in their pervious and/or current workplace. Bits it hand on the principle that part behaviour perfects that up performance it then the Broth Spilicant or building the properties of the pervious their the spilicant person of the pe Pointages = 85/100 \* 5 = 4.25

- Opdistude. The Bits plant by used to nearest the applicant's potential for an extra set allows the set of the plant and are not retrieved in native that and those highest positions also are not recharded in native Chemoteristics or Pract. it had be used to gain experiment considerated and the proposal properties of the plant of the Plant and the plant of the properties of the plant of Plant and the plant of the properties of the plant of Plant of the plant of the plant of the plant of Plant of the plant of the plant of the plant of Plant of the plant of the plant of the plant of Plant of the plant of the plant of Plant of the plant of the plant of Plant of the plant of Plant of

popular agreement (per Bell comprome) (per Bell per entry level and 10 perior pole per per Bell Bell per Bell

sligher premium shall be given to an application of education or intervention by the applicant that is relevant and applicable to the presiden to be filled.

Releases intervention is described as the intervention that is directly applicable the Lanctional unit where the position applied for a lagodied. An intervention described to be explanated if it can be used in the operations of the functional unit where the states manufactly if it can be used in the operations of the functional unit better due to after an ordinal Depth Office Principles or Office Deit for the creation of the functional unit.

if the intervention made by the applicant does not meer the criteria to be Re-then said intervention shall be considered and be given corresponding points the rubries for Not Relevant.

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

Ova Submitted	Pointstangen	me of Rémetheni
	devant	Not Relevant
100%	points	5 points
7.	pointe	3 reducts

7. Application of Esseraing and Development (EdD). Application of LAD is a proven success of the learning patient from the human resource development (FIRD) interventions done/attended by the applicant which must have led to significant 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 relevant and applicable to the position to be filled. The definiti of relevant intervention as stipulated in Item 6 of this Order shall apply.

A Certificate of Viniting or Certification on any applicable Lab-tarrention acquired that is aligned with the Interfeata Development Fam [PI]; for external applications, a certification from IR sating that the LAD intervention is aligned with the ever task of the applicant in their current or previous position shall be required. As the Park of Part (PAP) is the above National Part (Part of Part of Part of Part of Part of Part of Part of Julius required. As the Part of Part

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

MOVa Submittied	Polntkan	
	Relevant	Not Relorant
L MOVe		5 pedent
	7 tointe	
468	S pointie	1 paint

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

Component	Pokataer	Petraciati
	Appointment to Rutry Level School Principal positions (SP I, SSP I, ASP II)	Appointment to Other and Higher School Head positions
Written Scaminations (WE)	10 points	5 points
Behavioural Eventa Interview (BEI)	5 possts	10 points

Whether Recommender refers to the standardiscal cannination which measures the knowledge imagings profederery, adults to present items, objectment and colorating single imagings profederery, adults to present increases appropriate to the school administration positions mane be developed by pulsely market between the propriate manual control and professional professional control and professional profession

Pointagez, = x/TI \* WAgen

Prescrib gurpose of hiring and appointment to neary-level ashead principal posterions, the opportunity sorce in the Principals. Test / National Qualitying Examination for School Heads (NQSSH) or a stability conduction for School Heads (NQSSH) or a stability conductation contourists with semination of the pripal shalls but have for examination automatic demandation and the semination of the semination of the semination of the semination (10 points).

Brisch-level school principal positocica kochode School Preudyst (1987-1), Speeka korboditeturu Righ School, stad Penjar Filip Artsock bereit, inchading Asalatenet Eghani Principal El (ASP-2).

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