

## Republic of the Philippines

## Department of Education

DIGOS CITY DIVISION

## Office of the Schools Division Superintendent

## DIVISION MEMORANDUM

OSDS-2025- 15

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 SCHOOL PRINCIPAL

**POSITION** 

Date

April 10, 2025

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

VACANCY	QUALIFICATION STANDARDS							
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY	COMPETENCY			
SCHOOL PRINCIPAL II (ELEMENTARY GRADES)	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management	40 hours of relevant training	1 year as Principal	LET/PBET/R.A.1080 (TEACHER)	National Qualifying Examination for School Heads (NQESH) Passer			

Plantilla Item No.: OSEC-DECSB-SP2-750003-2021

**SG**: 20

**Monthly Salary**: ₱ 62,967.00



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

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

No. of Vacancy/ies: 1

Place of Assignment: ELEMENTARY EDUCATION

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

Qualified applicants to the **ABOVEMENTIONED POSITION** shall address their application letter to **MELANIE P. ESTACIO, Ph.D, CESO VI, 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;
- c. Photocopy of valid and updated PRC License/ID;
- d. Photocopy of Certificate of Eligibility/Rating/R.A. 1080/LET/PBET/NQESH;
- 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;
- f. Photocopy of Certificate/s of Training;
- g. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record:
- h. Photocopy of latest appointment;
- i. Photocopy of the Performance Rating in the last rating period(s) covering one
   (1) year complete performance in the current/latest position prior to the deadline of submission);
- 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/ChecklistOmnibusVer2">https://bit.ly/ChecklistOmnibusVer2</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
- Screenshot of the automated e-mail response from the filled-up DepEd Digos City Job Application Form.

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



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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 – Records Section is on **April 20, 2025**. You may submit to the guard during weekends and holidays who shall likewise officially acknowledge receipt of the document.

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

Date	Activities	Personnel Involved	Mode
April 10, 2025-April 20, 2025	Submission of application documents	Applicants Records Section	Face-to- Face
April 21, 2025	Forwarding the transmittal of all application documents to HRMO for preassessment of the documents	SDS Personnel AO IV – HRMO II HRMPSB Secretariat	Face-to- Face
April 22, 2025-May 06, 2025	Conduct of initial evaluation based on the CSC minimum Qualification Standards (QS)	AO IV – HRMO II HRMPSB Secretariat HR Personnel	Face-to- Face
May 07, 2025	Issuance of letter for qualified and disqualified applicants	HRMPSB Secretariat	Online & Face- to-Face



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May 07, 2025- May 11, 2025	Issuance of memorandum on the conduct of written examination, open assessment, and interview of applicants	AO IV – HRMO II SDS	Online
May 13, 2025-May 14, 2025	Conduct of written examination, open assessment, and interview of applicants	HRMPSB HRMPSB Secretariat	Face-to- Face

This Office allows anyone within or outside DepEd to apply for a position, irrespective of age, sex, sexual orientation, gender identity and expression, civil status, disability, religion, ethnicity, and political beliefs.

Widest dissemination of this Memorandum is earnestly desired.

È P/ESTACIO, PhD, CESO VI

Schools Division Superintendent

NECORDS SECTION

INISIUM OF DIGOS CIT

OSDS/ADMIN /HR/bpp



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

## Annex C CHECKLIST OF REQUIREMENTS Name of Applicant: Application Code: Position Applied For: \_ Office of the Position Applied For: Contact Number: \_ Religion: Ethnicity: Person with Disability: Yes ( ) No ( ) Solo Parent: Yes ( ) No ( ) Verification Status of (To be filled-out by the HRMO/HR Office/sub-committee) Submission Basic Documentary Requirement (To be filled-out by the Status of applicant; Remarks Submission Check if submitted) (Check if complied) Letter of intent addressed to the Head of Office or highest human resource officer Duly accomplished Personal Data Sheet (PDS) b. (CS Form No. 212, Revised 2017) and Work Experience Sheet Photocopy of valid and updated PRC License/ID d. Photocopy of Certificate of Eligibility/Report of Rating Photocopy of scholastic/academic record such as but not e. limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees Photocopy of Certificate/s of Training Photocopy of Certificate of Employment, Contract of Service, or g. duly signed Service Record h. Photocopy of latest appointment i. Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the deadline of submission Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form Other documents as may be required for comparative assessment, such as but not limited to: Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item (i) is not relevant to the position to be filled Screenshot of the automated e-mail response from the filled-up 1. DepEd Digos City Job Application Form 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	·		
			Perso	n 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.

## closure No. 3 to DepBd Order No. 007, s. 2023)

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

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

- Belevation units und/or degree relevant to the position to be filled an advantage of the statement of the control of the COL opposed (98). It reading from relevant to the position to be filled, exceeding the minimum requirements as defined, in the COL opposed (98). The condition that within the last five (9) years;

   Repeates relevant to the position to be filled, exceeding the minimum requirements as defined in the COL-opposed (98).

   References based on adherinched polimenters can entire genericage one (1) years of the condition to be filled, exceeding the minimum requirements as defined in the COL-opposed (98).

   References as exact on adherinched polimenters can entire genericage one (1) years of the condition to the minimum relevant (1) the polimenters of the condition to the filled control of the condition of the condition to the filled control of the condition of the condit
- The point system for evaluative assessment is detailed in Table 1.

# Table 1. Point System for Evaluative Assessment: School Administration Positions

	Critoria
Points	Bresidioses of

	pr	#	2	9	4	9	9"	2	
Total	Potential (Written Estats, BEI)	application of Learning and Development	pplication of Education	Jutetanding Accomplishments	Performance	Aperionce	reining	Muostion	Celtoria
100	15	10	10	10	25	10	10	10	Breskdown of Points

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# Table 3. Stabrics for Computation of Points for Education, Training, and Experience

	media outson	Buhanstipn: 10 points Training 10 points Experience: 10 points						
Educath	Successional from adaptament QE	10 or mate	8-0 instruments	6-7 ідиненнях	4-8 increments	2-3 truspensends		
ä	Poleta	16		۰	٠	w		
Trainin	Incompanie from	10 or store	8-9 lexerestaments	5-7 increments	4-5 inoresents	2-8 knowspends		
•	7 de	10	œ		۰	м		
Zaperter	independs from	SOCIAL PROPERTY OF DE	8-9 ingressessis	0-7 increments	4-5 inspenses	2-3 in-gregesits		
108	Pelata	10				80		

Vacunt position: School Principal I (Secondary School) - NO 19

Conflication Biocalenta per CIC-opproved QS

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ment/Open Runking System: Saptember 20, 2022

Based on the minimum QS of the position to be filled, 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.

Esperimen	Printer	Manda	Matheman Que Beheat Prin
Alped Vascher (for 3 gent) or Teacher to-Chargo for 2 genes; or Aboder Teacher for 2 gents; or Teacher for E-grain	40 Yours related history	Bahadar's degree to Ensendery Bahadan, or Spatietier's degree with 10 202/2004165 School on 1970	requirement per OSC-approved elifensites Rissolierts for alput I (Reconder) Rehes) - RD 19
Least 3 for HY Least 0 for YEC and AT Least 11 for Thathyr Bowel on Shibh 5 d	Leont 6 Dates of on Tribbs 3.54	Least 6 fluorate on Yalde 2 aj	Ourresponding Louis Instal on Ingressante Table

For purpose of determining the baseline level for Education, any probasional or precidiation units as any brequired in 100 CS approved CS in addition to ren-Education (agree shall be considered equivalent to an Bachelor's degree in Education (ag. Bachelor's degree in Education (ag. Bachelor's degree in Education (ag. Bachelor's degree in Education with appropriate major \* Level 6 hased on Table 2 a). Additional professional and appoclasional matter statem or some the equivalent Education degree (a\_. 1884), 1686, 8868, 8861 hav correspond to table sensed to the complete of a hazer of degree.

After determining the baseline level, the HBMPSB shall compute for the barements of the applicative scule qualifications based on the submitted documentary requirements, howevers shall refer to the difference between the applicant's actual qualification level and the corresponding level of the minimum (beasting) (6) requirement of the position to be filled.

## Rémarties, Trainting, and Experiences (EFE). The points for EFE, corresponding to the applicant's qualifications exceeding the QS, shall be computed to the former a faste Table Table 2.a, 2.a, 2.a) and the Rabrics for Computation of Youth for EFE (Table 5). Only those qualifications that are relevant to the position to be fined shall be given points.

## Tubio 2.s. Increments Table - Education

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Only qualifications that are relevant to the position to be filled and which succeed the minimum (baseline) QS requirements of the position shall be given corresponding points in the computation of instruments.

For positions with multiple QS requirement for Emperience de, at Fif for 1 var., MT for 2 years, The for 2 years, Teacher for 5 years, the HDBFSSI shall identify the relevant experience each data. Majorest inscenses insurered. This shall be the balls in determining the final source of the applicant for the Emperience component.

Computation of Increments based on actual Education qualification of Applicant A

		Market Street or Street	A postification of the particular of the particu
Applianed is Albert laund ~ QC South = Journment    All ~ G = Ell Congressments	The sussion of Personness for Appliants A's discottine qualifications about he emplane by extrincing the statemen Q4 level Easet Q, from the applicant's peoplan has sover (Easet 21s, or Statement Aubor.	Deby Replic E.A. the amongsprouting latest of Applicant A.Y. Ethicistiss positification planets in Abelia Administrators for at Lower Eth.	Suremosts/Sun retrientum per handbud QD kap (framante nathy Suresismes Falls & c (framatism)

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offesset's Reportence least - QG lead + Insverses	disputing the schaleum (of basis of "trasfer for 5 payer" Senst 11; per's qualification least (Senst 13), so thermant between	harmonia for Applicated A 's Engerforce qualification abad he	, the corresponding head of applicant A's Experiment, qualification function 1, II, and IF IP generated 5 receiving in at being 58.	For all Disse Replace 28, 1888 to Month 66, 166 E. Communical Consists

After computing the number of increments from the stirtimum (beschool) of requirement, the corresponding points earned by the applicant for STE shall be determined using Table 3 (Rubrics for Computation of Points for Statucation, Training, and Experience).

Ceirg the applicable nutrice for the School Administration on ehoust is, Table 3 and logad on the number of increments somed by Applicant A, the computation of points for ETE is an felbaus:

1	Administra	Padarry dyr Natura Mantas Adarry appa ta Atanan (1938)		
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Name of Street	Appelant	And Study II And II		
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Printer Second on the	Merchant	Harmont Make I State of Make I		
many (see	Begarbasse	This property is a second of the control of the con		100
Stand Assessed of		9		

- d. Meeting the minimum (baseline) QS requirements for Education, Training, and Experience shall be given zero (3) points.
- c. The following general guidelines shall be observed in giving corresponding points to relevant Education, Training, and Experience qualifications:

Table 2.a. Increments Table - Experience

Table 3.b, Increments Table - Training 

- eation units and/or degrees in multiple or different majors may wen corresponding points on a cumulative basis, provided, that mits and/or degrees earned are relevant to the position applied worlded further, that the subjects completed are not duplicated.
- Consistent with the previousne of the CSC ORALOFRA, units and/or tagers of Doctor of Medicine from a GHEL-recognised institution may be considered master's units and/or degree for purposes of frida points, sucept for positions that involve practice of protession overeid by board laws.
- III. Considered with Legal Education Insured (LES) insulination the 40%, a.
  2019. Standard of Lewe (LES) on Author Dozor (LCS) trusts and/or
  2019. Standard of Lewe (LES) on Author Dozor (LCS) trusts and/or
  2019. Standard from the Education of Standard of Sta
- Relevant training hours earned from digital/wirtual/milite learning may be considered, subject to the conditions prescribed in CSC Memoranthum Circutar [44] (bt. 3, s. 2021; General Guidelines on Digital/Online Learning in the Fubilic Sector).
- Electronat competitions galands from part-time water of at least four 40 hours per feat you by a considered provided, that the appropriate Certificate of Englapment is substituted with details on the actual number of these medicals for purposes of gifting plottles, the acorbits our years of relevant experience substituted ball by transmissed to the outphalants months are years of experience based on the CISC-required digit. (6)-hour peri day weekfally.
- Relevant Experience gained from abroad or outside the Philippices may be considered provided that the applicant submit as Certifican of Employment. Those documentary requirements written in inapuspes other than English or Filipino shall be accompanied by a complete English translation. able provisions under Rule VIII Part I to IV of the CSC ORAOHRA apply in the appreciation of relevant Education, Training, and tence qualifications and giving of points to ETE credentials.
- 4. Pendiremaneae, Perdiremanter refers to the assessment of how shale, duries, and representabilities are carried out a exceedible for byte applicant as referenced by performance rating documents or other means of repficulties. The performance rating obtained in the current or previous job or position that is retenut to the position to fellow shall be used for purposes of giving points after proformance.

Component	Pulsting operations opposed inhumant
Awards and Recognition	7 points
Research and Imporation	4 points
Subject Metter Espert / Mesibership in National Technical Working (Iroupe (TWOs) or Committees	3 points
Resource Speakornhip / Lewning Pacilitation	2 points
NEAP Acceptited Learning Facilitator	2 points

The points allocation in Table 5 shall serve as the maximum or ceiling points natural tray is estanted for each component. The points among from each component are cumulative to determine the total points for Contendating Accomplishments, but not to unceed the unacutum points or weight allocation for Contendating Accomplishments as septimized in Table 1 (Point Systems for Dealluative Assessment for School Administration Twistions).

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

ajtional level individual awards acquired from a thorough search process and in by reputable sward giving bodies, such as CSC, heterolouis, National Sconomic responses that the CSC (META), Development Audhority (MEA)A, Development Audhority of the Philippines (DAF), MEA, abadi be given maximum points in Outstanding Accompilabments (i.e., Mea).

The details of each component of Outstanding Accomplishments, including the O'vs required and rubrics for giving points, are as follows:

Assurds and Becognition. This may refer to outstanding employee swards and/or awards as trainpt/coach.

Level	Polats outstand husions &
pylionate from external battitution	
Organisational Lovel Search or Higher	4 points
Local Office Search	2 points
spliensts from central office	
National Level Search or Higher	4 points
Central Office Search	2 points
pplicants from regional office	
National Level Search or Higher	4 points
Regional Office Search	3 points
pplicants from schools division office	
Regional Lovel Search of Higher	4 points
Division/Provincial/City Level Search	2 points

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Polittaperformance = x/8 \* WAperformance

Internal applicants. 

The performance rating required for internal applicants shall be the rating derived from the Results-Baled Performance Management System (RPMS) Indistinguish Performance. Commitment and Review (RPCR) Form obtained from the applicant's current or previous job or position that is relevant to the position to be filled.

Investigation of the State of t

Midpoint Value 4.75 3.998 2.996 1.995 0.7495

mars = 3.955/6 + 25 = 19.975

For external applicants whose performance is measured using other numerical or edjection trailing systems with soules total error can signed with the five (S-popiet, miting scale of the RFMS, the HEMPHS shall develop a system that transmitted the performance using to the corresponding points comparable to the ordating rubries of the RFMS.

Extrema logilizant /s to weast positions with experience requirement shall submit professance multiply from perforance maintiful from professance maintiful from position to the first first stream of professance maintiful for early reason gets a sero score for Perthymance criteria, No prosy measure shall be considered in the absence of the applicable performance rating.

literents, as a mandatory requirement, the applicant shall also be required to submit a performance rating of a test Not Schalledory NS in the last natural period prior to the date of assessment or exceeding shall be required, except for promotion from first to assessment or exceeding shall be required, except for promotion from first to assessment or exceeding shall be required, except for promotion and the state of the schalledory politican where the required performance rating is at least Satuhaccory [5].

An official or employee who is on official leave of absorbant, furnising grant, or other conficient for promotion, in which as maternity leave, local or foreign ecoloxistis, ruthing grant, or other copy cautocated official leaves, may be considered, by promotion, in which captured pains to the same of absorbant shall be required.

The performance rating prior to the reclassification of the position shall be considered as performance rating in the reclassified position for purposes of premotion, if applicable.

5. Outstanding Assoniphihasysta, Outstanding Accomplaturents rifer to metricises conflictions of an applicant, such as ideas, inversions, or discoveries which were chily recognized by an authorized body. These must have a direct link to the IRAA of the applicant's current or previous position. Outstanding accomplishments must have ide to positive results in their workplace through accomplishments must have ide to positive results in their workplace through accomplishments must have led to positive results in their workplace through accomplishments must be made to positive or such as the processing processing.

Table 5 below enumerates the components of Outstanding Accomplishments and e corresponding maximum points for each component.

Ner external applicants whose performance is measured using a five (3)-lored adjectival performance acting scale, the midpoint value of the RPMS rating (Table 4) equivalent to the adjectival rating shall be used as the applicant's performance suring (4). The Certificate of Butting must be supported with the Professionance Statistical Tools.

pliesate from selectis
Division Level Bearch or Halber
School Municipality/District Level Search 2 points

a.2. Augusts as Trainer/Coach. This refers to awards gained by applicant as trainer/coach in any academic or non-academic competitions/activities

Any issuance or memorandum designating the applicant as trainer/coach; and Broognition/Appreciation as Trainer/Coach of a Winning Contestant/Event/Activity.

Jerrel Printerson Protest Printerson America Sprinterson America Sprinterson America Sprinterson (America Sprinterson America Sprinterson America Placor in the Regional Level 2 points printerson (America Sprinterson America Sp

for multiple search received from the same search global body and/or search category this are conducted in actions or programes manner, only the highest-level search shall be considered (e.g. NIFC winning conduct at the christon, regional, inclinal level). Smillarly, only the highest search shall be given points in cases where applicants submit multiple search from different search global bodies.

earch and Innovation

A. Proposal duly appressed by the issued of Office or the designated fewarists Councillate part On 16, a. 2017.

R. Accomplishments Reports estimate by the Head of Office.
C. Certification of cutilizations of the innovation or research, within the athoral office duly algorid by the Head of Office in the Action of adoption of the Innovation or research by another school/office duly algorid by the Head of Office in the Council of the Action of the Council of the Head of Office in the Action of Office in the Action of the Head of Office in the Hea

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

andpect district Expert / Jainesbarship in Interiord TWF4e or Committees.
This shall apply to applicants with here been chosen and requirested to use their technical knowledge, sides, and experience to develop an output, or work towards an outcome in the national relevel. This says include but not limited to the development and/or validation of financeout, models, policies, and learning amentain. Subject matter expertise or membership in the WF4G or Committees mint, however, be referred to the position being applied for in order to be given points.

A. lasuance/Memorandum abowing the memberahlp in NTWG or Committees:

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

MOVe Belemitted Putationes
ALL MOVe 3 points
Only A 588 2 points

Bessences diparkeredhy / Lesering Bestittetim. This shall spick to application who have been requested and tentod to share their knowledge and expectite on specific subject matter/s. This may include application who served as a Resource Speaker, Resource Person, Finisher, and/or Learning Resiliator in sentiators, uniting programs, conferences, convention, congress, before, best for the conference of the Poly Seasons, etc.

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

A. Issuance / Remarkation / Invitation / Thathage Matrix.

E. Certificate of Recognition / Inter/Commendation / Appreciation:

C. Slids deck/s used and/or Session galds/s.

C. Slids deck/s used and/or Session galds/s.

2 notata	Theleforn Local Streak tensition for Higher
	Applicants from echools
10021	Division/Provincial/City Level Syespership
2 postata	Regional Level Spackstrate of Higher
	Applicants from selects division office
1 soint	Biggional Office Breakerschip
2 points	National Level Speakership or Higher
	Applicants from regional office
), point	Omtral Office Level Busskership
2 paigits	National Level Speakembly or Huller
	Applicants from essinal office
1 point	Lical Office Level Speoperabile
2 points	Omanisational Level Speakership or Kigher
	Applicants from esternal institution
THE RESIDENCE AND ADDRESS OF THE PARTY NAMED IN THE PARTY OF THE PARTY	

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

- A. Certificate of Recognition as Learning Paclitator issued by NEAP Regional Office

  B. Certificate of Recognition as Learning Facilitator issued by NEAP Central Office

Applicant Chico is applying for a School Petralpol I (SCI-19) within 500 Begate City. He is oursessing a Marger Teacher I in Beyand City Matisonal Right School appointed in October 2013. For the purposes of computing He Outstanding Accomplishments, he relamited the followability.

Outstanding Ascomplishments	Austerdis sand Takografdisse Outsistruding Sinphoyee Austrida 2017 in Saguio National High School (no MCFs sylentiss)	Winning Chack (2 <sup>st</sup> Prize PhotojournaSand to 2015 ISSPC (complete MOV» aubmitted)	Winning Coast (1st Priss Saysset) in 2016 Diskien Edukasyon on Pagospekatao Celebration (complete MDVs substitted)	Resource Speakership/Learning Profittetions Certificate of Recognition as Resource Speaker in
Poleste Passed on Rubrie	2 poissa	2 points	2 point	I point
Armerica Armanica Arm	Not credited due to non-subsplitation of required MOVs	Chedited	Credited	Ovelited

Applicant Chiao pits three (3) points for Na Associda as Trobast/Chaph earned is 2015 and 2016, and and 11 point for Na Resource Speakership in 2018. However, zero (3) or no point to given to under Chathadding Steplayse Associd date to revenibentains of the required MONs. Chiao pate a state of Nat (4) points in Chathandfug Assemplishments.

6. Applicates of Educates, Application of citosion is the contribution material by an applicant to their workshee as result of their learnings from their debtarion deproy, or units earned, such as but not histled to applied omorphs, processes, and addits that are relevant to the position to your filled by their said to given to an application with his secretarity applied the heartings planted from set their contents of the application of citosiation must have ded to deprot to earned. The application of citosiation must have ded to applied any position exceeds the three descriptions were.

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

Pedntrees = /165/200# - 10 = 8-25	x = 165 (Prhodpal's Test numerical score) TT = 200 97.4 = 10	Yoczel peditiev  Reheel Prisotpal I – BQ 19

ory promotion and appointment to higher school principal positions, the RMFSB or subject matter experts as may be requested by the HRMFSB hall develop a written examination which shall be the basis for scring the component on Writzen Szamination (5 points).

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Pointines = 85/100 * 5 = 4.25
                                                                                                  Vacant position:
School Principal 2 - 89 20
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- a Mehendemed Remeils Jater-besse (Ball) priches to the concluse of direct inquiry with the applicant, localing on their directions of cheering behaviors, is expected to specific quitastions or conditions in their previous and/or current workplace. Bell is based on the principle that past behaviors produced inture performance, it mass the STAR approach to wilders whether the lot) behaviors which are bland to the required compensates have been distributed by the explanes. The STAR approach there is constant and substituted by the explanes. The STAR approach there is the approach are suffered to the applicant to the popularity of the artists and with the pipularity and cut the STAR approach for the spice of the application.
- Applicate. The 1881 hall be used to essent the applicant's potential or their expecting and duffile by a session of the chains of the position to be filled and those higher positions that are zeros technical in nature. Characteristics or male, it is shall be used to pumpe other referent superis such as the applicant's portological and notal exil-bring. Pleases: It shall serve as an sevenan to evaluate an applicant's -100 Other notas that may be stamplished by a 1894 (September 1995).

The points allocated by EEI component (8 points for early laws and 10 points for higher positions) stall for the manner or ceiling points that may be entangle by an applicant. The points earned from each area are cumulative to by an applicant, The points earned from each area are cumulative to determine the total points for EEI component. The IPE/SEES shall determine the appropriate areas relevant to the position to be filled and saught points to each area for exceeding (the neutrum or ceiling points for EEI).

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

Relimentat federamentates is described as the intervention that is directly explicable to the functional unit viewer the position applied for is longer, As intervention is described to be explicable if it eas be used in the operations of the functional unit based on its office associations in the official Depited Office Punctions or Office Orders for the creation of the functional unit.

is intervention made by the applicant does not meet the criteria to be Relevant, a said intervention shall be crimidered and be given corresponding points using ribries for Relevant.

## Means of verification:

A. Action Ran approved by the Head of Office

8. Accomplishment Report verified by the Head of Office
C. Certification, of the utilization/adoption signed by the Head of
Office

MOVe Submitted		this of Streether)
	Referenst	Not Relevant
VIT MON"	10 points	6 points
Only A & B	7 points	3 pointe
Only A	5 points	1 point

7. Application of Learning and Development (JADP). Application of IAD is a proven success of the learnings glined from the human resource development (HED) interventions done; learned by the applicant which must have led to significant positive results in their current or previous work.

Higher premium shall be gloss to an application of IAD or interversion made by the applicant that in relevant and applicable to the specifion to be filled. The definition of relevant intervention as stipulated in item 6 of this Order shall apply.

- A. Certificate of training or Certification on any spyllenshe (AD intervention acquired that is aligned with the Individual Development Fam (IDF); for entermal application, a certification from 184 existing that the IAD intervention is aligned with the contract of the application of of the applic

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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.

 Présentéd. Potential refére to the capacity and ability of an applicant to assume the duties and responsibilitée 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: ALL MOVa Only A. B. & C Outs A & B Redownat

Redownat

10 points

7 soints

5 points The Endowment
S points
S points
1 points
1 points

Written Examinations (WE)
Schawiquest Events Interview (SEI) Component Appelationed to Appelationed to Batry Level School Officer and Righer Principles (SPI). APP III political (SPI). APP III political (SPI). APP III political Spicial Sp

Writing Sommination return to the standardized examination which measures the knowledge, insignage professor, shifty to present ideas, judgment and indexembly aftility of the applicant. The test and establishmen that he explorates to the school administration pulsations must be exceeded by the HEMPERS. Subject descripted by milject matter experts as requested by the HEMPERS. Subject matter experts a requested by the HEMPERS. Subject means experts rate to indefindable internal or central to the abode descripted are returnly used to the Department. Moise who have writing knowledge for the specific complements well not by the product of the Department.

x = Score/rating in uriliten examination in percentage ecole 71 = Total number of test items or highest possible score WA = Weight Alboratios for WE Pointajum = x/YI \* WAmu

For the purpose of litting and appointment to entry-level school plaintaged positionest, the applicant's occors in the Principalst Test / National positionest, the applicant's occors in the Principalst Test / National Country occurs of the School Heads (PQDSH) or a standar searcharded commination nationally administered by Dypild shall be the basis for sooring the component on Written Scaminstein (10 points).

Toky-isesi school principal pesitenes terinde fletosi Principal i JiP I), ilpesial fletosi Francipal i JiW 1) in Einssenary, Josian Ryfi tejhool, seul fletjer Kigli fiolwel Irrein, incholigig Assistant School Principal II (ASF 1).

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