Republic of the Philippines

Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2024- \86

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 TEACHING

POSITION

Date

May 10, 2024

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

VACANCY	QUALIFICATION STANDARDS					
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY		
SPECIAL EDUCATION TEACHER I	Bachelor's degree in Education with specialization in Special Education	None Required	None Required	LET/PBET/R.A.1080 (TEACHER)		

Plantilla Item No.: OSEC-DECSB-SPET1-750005-2021

SG: 14

Monthly Salary: ₱ 33,843.00

No. of Vacancy/ies: 1

Place of Assignment: DON MARIANO MARCOS ELEMENTARY SCHOOL

JOB SUMMARY:

Applies mastery of content knowledge and its application across learning



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

- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS				
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY	
TEACHER III (SECONDARY GRADES)	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	2 years relevant experience	LET/PBET/R.A.1080 (TEACHER)	

Plantilla Item No.: OSEC-DECSB-TCH3-751021-2020

OSEC-DECSB-TCH3-750791-2016 OSEC-DECSB-TCH3-750122-2014

SG: 13

Monthly Salary: ₱ 31,320.00

No. of Vacancy/ies: 3 Subject: SCIENCE

MATHEMATICS

ENGLISH

Place of Assignment: DIGOS CITY NATIONAL HIGH SCHOOL

JOB SUMMARY:

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning



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

- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- · Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS					
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY		
TEACHER III (SECONDARY GRADES)	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	2 years relevant experience	LET/PBET/R.A.1080 (TEACHER)		

Plantilla Item No.: OSEC-DECSB-TCH3-750095-2003

SG: 13

Monthly Salary: ₱ 31,320.00

No. of Vacancy/ies: 1

Place of Assignment: KAPATAGAN NATIONAL HIGH SCHOOL

JOB SUMMARY:

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners



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

- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS					
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY		
	*ACADEMIC TRACK: Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 12 units towards Master's degree in relevant strand/subject *ARTS & DESIGN TRACK: Bachelor's degree with a major in field(s) under the Track; or any Bachelor's degree plus at least 18 units of specialization in the relevant subject *SPORTS TRACK: Bachelor's	*ACADEMIC TRACK: 4 hours of training relevant to the subject area of specialization *ARTS & DESIGN TRACK: 4 hours of training relevant to the courses in the Track *SPORTS TRACK: 4 hours of training relevant to the courses in the Strand *TECHNICAL- VOCATIONAL- LIVELIHOOD TRACK: At least NC II + TMC I Appropriate to the specialization	*ACADEMIC TRACK: 1 year of relevant teaching/industry work experience *ARTS & DESIGN TRACK: 2 years relevant teaching/industry work experience *SPORTS TRACK: 2 years relevant teaching/industry work experience *TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK: 1 year of relevant teaching or 1 year of industry work experience	* Applicants for a permanent appointment: RA 1080 (Teacher); if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring * Applicants for a contractual position: None required *Practitioners (part-time only): None required		



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

in fields under the Track *TECHNICAL- VOCATIONAL- LIVELIHOOD TRACK: Bachelor's degree or completion of technical- vocational course(s) in the area of specialization		
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Plantilla Item No.: OSEC-DECSB-TCH3-750211-2016

SG: 13

Monthly Salary: ₱ 31,320.00

No. of Vacancy/ies: 1

Place of Assignment: SENIOR HIGH SCHOOL IN DIGOS CITY

JOB SUMMARY:

Applies mastery of content knowledge and its application across learning areas

- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS					
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY		
TEACHER III	Bachelor of Elementary Education (BEED) or Bachelor's degree plus	None Required	2 years relevant experience	LET/PBET/R.A.1080 (TEACHER)		



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professional units in	
Education	

Plantilla Item No.: OSEC-DECSB-TCH3-750012-2010

OSEC-DECSB-TCH3-753412-1998

SG: 13

Monthly Salary: ₱ 31,320.00

No. of Vacancy/ies: 2

Place of Assignment: BADIANG ELEMENTARY SCHOOL

RAMON MAGSAYSAY CENTRAL ELEMENTARY SCHOOL

JOB SUMMARY:

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS				
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY	
TEACHER	*ACADEMIC	*ACADEMIC	*ACADEMIC	* Applicants	
II	TRACK:	TRACK: None	TRACK: None	for a	
(SENIOR	Bachelor's	Required	Required *ARTS	permanent	
HIGH	degree with a	*ARTS &	& DESIGN	appointment:	
SCHOOL)	major in the	DESIGN	TRACK: 1 year	RA 1080	
	relevant	TRACK: 4	relevant	(Teacher); if	
	strand/subject;	hours of	teaching/industry	not RA 1080	
	or any	training	work experience	eligible, they	
	Bachelor's	relevant to the	*SPORTS	must pass	
	degree plus at	courses in the	TRACK: 1 year	the LET	
	least 6 units	Track	relevant	within five (5)	
	towards	*SPORTS	teaching/industry	years after	
	Master's degree	TRACK: 4	work experience	the date of	
	in relevant	hours of	*TECHNICAL-	first hiring	
	strand/subject	training	VOCATIONAL-	* Applicants	
	*ARTS &	relevant to the	LIVELIHOOD	for a	



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

DESIGN courses in the TRACK: 6 contractual TRACK: Strand months of position: Bachelor's *TECHNICALrelevant teaching None VOCATIONALor 6 months of required degree with a LIVELIHOOD industry work *Practitioners major in field(s) TRACK: At (part-time under the experience Track; or any least NC II + only): None TMC I required Bachelor's degree plus at Appropriate to least 15 units the of specialization specialization in the relevant subject *SPORTS TRACK: Bachelor's degree with a major in field(s) under the Track; or any Bachelor's degree plus 15 units of specialization in fields under the Track *TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK: Bachelor's degree or completion of technicalvocational course(s) in the area of specialization

Plantilla Item No.: OSEC-DECSB-TCH2-750510-2016

SG: 12

Monthly Salary: ₱ 29,165.00

No. of Vacancy/ies: 1

Place of Assignment: SENIOR HIGH SCHOOL IN DIGOS CITY

JOB SUMMARY:

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning



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

- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS					
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY		
TEACHER II	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	1 year relevant experience	LET/PBET/R.A.1080 (TEACHER)		

Plantilla Item No.: OSEC-DECSB-TCH2-750414-2012

OSEC-DECSB-TCH2-751232-2022

OSEC-DECSB-TCH2-755879-1998

SG: 12

Monthly Salary: ₱ 29,165.00

No. of Vacancy/ies: 3

Place of Assignment: FEDERICO J. ALFEREZ ELEMENTARY SCHOOL

RAMON MAGSAYSAY CENTRAL ELEMENTARY SCHOOL

PEDRO GARCIA ELEMENTARY SCHOOL

JOB SUMMARY:

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners



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

- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

Qualified applicants to the **ABOVEMENTIONED POSITIONS** 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 its **RESPECTIVE SCHOOLS**.

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;
- 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 three (3) rating period(s);
- 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: https://bit.ly/ChecklistOmnibusTeachingPromotionVer2), notarized by the authorized official; and
- k. Other documents as may be required by the HRMPSB for comparative assessment, including but not limited to:
 - 1. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment; and
 - 2. Photocopy of the Performance Rating obtained from the relevant work experience, if Performance Rating in Item 20(i) is not relevant to the position to be filled, if applicable; and
- 1. Screenshot of the automated e-mail response from the filled-up DepEd Digos City Job Application Form.

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

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



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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. 66**, **series of 2007** (see attached Annex A, Enclosure to DO. No. 66, s. 2007). 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 respective Schools is on **May 20, 2024**. You may submit to the guard during weekends and holidays who shall likewise officially acknowledge receipt of the document.

The deadline for the submission of the School Head to the Schools Division Office – Records Section is on **May 27, 2024**.

The proposed timeline of the selection process is as follows:

Date	Activities	Personnel Involved	Mode
May 10, 2024 – May 20, 2024	Submission of application documents	Applicants School PSB School Head	Face- to-Face
May 21, 2024 – May 27, 2024	Submission of application documents together with School PSB's Summary of Assessment	School PSB School Head Records Section	Face- to-Face
May 28, 2024	Forwarding the transmittal of all application documents to HRMO for pre-assessment of the documents	SDS Personnel AO IV – HRMO II HRMPSB Secretariat	Face- to-Face
May 29, 2024 – June 11, 2024	Conduct of initial evaluation based on the CSC minimum Qualification Standards (QS)	AO IV – HRMO II HRMPSB Secretariat HR personnel	Face- to-Face
June 13, 2024	Issuance of letter for qualified and disqualified applicants	HRMPSB Secretariat	Online & Face- to-Face
June 13, 2024 – June 17, 2024	Issuance of memorandum on the conduct of written	AO IV – HRMO II SDS	Online



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

	examination, open assessment, and interview of applicants		
June 18, 2024 – June 19, 2024	Conduct of written examination, open assessment, and interview of applicants	HRMPSB HRMPSB Secretariat	Face- to-Face

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

Widest dissemination of this Memorandum is earnestly desired.

MELANIE P. ESTACIO, Ph.D, CESO VI OIC - Schools Division Superitendent

Decked Schools Division of Digos City

DATE: MA

OSDS/ADMIN/HR/dbc



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

CHECKLIST OF I	REQUIREMENTS		Annex
ame of Applicant:	Application Code:		
osition Applied For:			·
ffice of the Position Applied For:ontact Number:			
eligion:			
chnicity:			
erson with Disability: Yes () No ()			
olo Parent: Yes () No ()			
	Status of Submission		ification RMO/HR Office/sub-committee)
Basic Documentary Requirement	(To be filled-out by the applicant; Check if submitted)	Status of Submission	Remarks
Letter of intent addressed to the Head of Office or highest		(Check if complied)	
human resource officer			
Duly accomplished Personal Data Sheet (PDS)			
(CS Form No. 212, Revised 2017) and Work Experience Sheet			
Photocopy of valid and updated PRC License/ID	ļ		· · · · · · · · · · · · · · · · · · ·
Photocopy of Certificate of Eligibility/Report of Rating			
Photocopy of scholastic/academic record such as but not	 		<u></u>
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 duly signed Service Record			
Photocopy of latest appointment		 	
Photocopy of the Performance Ratings in the last three (3) rating period(s)			
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 DepEd Digos City Job Application Form			
Attested:	<u> </u>		
Human Resource Management Officer	_		
OMNIBUS SWO	RN STATEMENT		
CERTIFICATION OF AUTHENTICITY AND VERACITY			
I hereby certify that all information above are true and correct, submitted herewith are original and/or certified true copies ther		owledge and belief, an	d the documents
DATA PRIVACY CONSENT I hereby grant the Department of Education the right to collect relevant to the recruitment, selection, and placement of personn			
laws, rules, and regulations being implemented by the Civil Serv	vice Commission.		
Subscribed and sworn to before me thisday of	, year	Name and Sig	nature of Applicant
			<u> </u>
	F	erson 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.

SPECIFIC NUMBER OF POINT/S ASSIGNED TO EACH CRITERION

Styperience	CRITERIA	TEACHING AND RELATED TEACHING
Average of the numerical ratings multiplied by 35% 5. Experience 5. Experience 5. Experience 5. Experience 5. Every year given a point but not to exceed five (5) points Experience must be relevant to the duties and functions of the position to be filled C. Outstanding Accomplishments (Meritorious Accomplishments) C. Outstanding Employee Award A. Innovations A. Innovations A. Debit and Experience Projects A. Debit action (Authorship) A. Deb		
Styperience	A. Performance Rating	35
Experience must be relevant to the duties and functions of the position to be filled C. Outstanding Accomplishments (Meritorious Accomplishments) D. Outstanding Employee Award D. Innovations D. Houlication (Authorship D. Consultant/Resource Speaker in Trainings/Seminars D. Consultant/Resource Speaker in Trainings/Seminars D. Consultant/Resource Speaker in Trainings/Seminars D. Complete Academic Requirements for Moster's Degree D. Complete Academic Requirements for Doctoral Degree D. Consultant/Resource Speaker in Trainings (Seminars) D. Complete Academic Requirements for Doctoral Degree D. Doctoral Degree D. Complete Academic Requirements for Doctoral Degree D. Doctoral Degree D. Complete Academic Requirements for Doctoral Degree D.	Performance rating for the last 3 rating periods should be at least Very Satisfactory	Average of the numerical ratings multiplied by 35%
20 . Outstanding Accomplishments (Meritorious Accomplishments) . Dutstanding Employee Award 4 . Innovations . Research & Development Projects . Research & Development Projects 4 . Industant/Resource Speaker in Trainings/Seminars . Complete Academic Requirements for Master's Degree . Complete Academic Requirements for Master's Degree . Complete Academic Requirements for Doctoral Degree . Complete Academic Requirements for Doctoral Degree . Doctoral Degr	B. Experience	5
Outstanding Accomplishments (Meritorious Accomplishments) Innovations 4 Research & Development Projects 4 Research & Development Projects 4 Individation/Authorship 4 Consultant/Resource Speaker in Trainings/Seminars 4 Consultant/Resource Speaker in Trainings/Seminars 4 Complete Academic Requirements for Master's Degree 10 Complete Academic Requirements for Doctoral Degree 20 Complete Academic Requirements for Doctoral Degree 20 Doctoral Degree 25 Training 5 Training 5 Training 6 Training 7 The Complete Academic Requirements for Doctoral Degree 20 Doctoral Degree 25 Training 8 Training 9 The Complete Academic Requirements for Doctoral Degree 20 Doctoral Degree 25 Training 9 The Complete Academic Requirements for Doctoral Degree 20 One point for every month of attendance but not to exceed five (5) points articipant in three (3) or more training activities in each level conducted for at least hree (3) or more training activities in each level conducted for at least hree (3) days not credited during the ast promotions: District Level 1 Division Level 1 Research 1 The Complete 2 The Complete 3 The Compl	Experience must be relevant to the duties and functions of the position to be filled	Every year given a point but not to exceed five (5) points
Dustsanding Employee Award Innovations Research & Development Projects Jubilication/Authorship Consultanti/Resource Speaker in Trainings/Seminars Consultanti/Resource Speaker in Trainings/Seminars Complete Academic Requirements for Master's Degree Master's Degree Complete Academic Requirements for Doctoral Degree Complete Academic Policy for P	C. Outstanding Accomplishments (Meritorious Accomplishments)	20
Research & Development Projects 4 1. Publication/Authorship 4 2. Consultant/Resource Speaker in Trainings/Seminars 4 2. Education 25 Complete Academic Requirements for Master's Degree 15 Master's Degree 15 Complete Academic Requirements for Doctoral Degree 20 Control Degree 25 Complete Academic Requirements for Doctoral Degree 25 Training 5 Participant in a speccialized training, e.g. Scholarship Programs, Short courses, Study 37 Participant in a speccialized training, e.g. Scholarship Programs, Short courses, Study 37 Participant in three (3) or more training activities in each level conducted for at least three (3) days not credited during the last promotions: 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	a. Outstanding Employee Award	4
4. Publication/Authorship 4. Consultant/Resource Speaker in Trainings/Seminars 4. Consultant/Resource Speaker in Trainings/Seminars 2. Complete Academic Requirements for Master's Degree 10. Master's Degree 15. Complete Academic Requirements for Doctoral Degree 16. Consultant/Requirements for Doctoral Degree 17. Complete Academic Requirements for Doctoral Degree 18. Complete Academic Requirements for Doctoral Degree 29. Doctoral Degree 29. Training 29. Control Degree 20. Control Degre	b. Innovations	4
2. Consultant/Resource Speaker in Trainings/Seminars 2. Complete Academic Requirements for Master's Degree 10	c. Research & Development Projects	4
2. Consultant/Resource Speaker in Trainings/Seminars 2. Complete Academic Requirements for Master's Degree 10	d. Publication/Authorship	4
Complete Academic Requirements for Master's Degree 15 Master's Degree 15 Complete Academic Requirements for Doctoral Degree 20 Conclosed Degree 25 Training 5 Participant in a specialized training, e.g. Scholarship Programs, Short courses, Study Farticipant in three (3) or more training activities in each level conducted for at least three (3) days not credited during the last promotions: District Level 1 1 Division Level 3 3 Participant in one (1) training conducted for at least three (3) days not credited during the ast promotions: District Level 5 3 Participant in one (1) training conducted for at least three (3) days not credited during the ast promotions: Division Level 4 4 Participant in one (1) training conducted for at least three (3) days not credited during the ast promotions: Division Level 4 4 Participant in a technical/planning committee 5 5 Posterial Level 5 5 Posterial Level 5 1 1 Division Level 6 1 1 Division Level 7 1 1 Division Level 9 1 1	e. Consultant/Resource Speaker in Trainings/Seminars	4
Complete Academic Requirements for Master's Degree 15 Complete Academic Requirements for Doctoral Degree 20 Coctoral Degree 25 Complete Academic Requirements for Doctoral Degree 25 Coctoral Degree 26 Coctoral Degree 26 Coctoral Degree 26 Coctoral Degree 27 Coctoral Degree 27 Coctoral Degree 27 Coctoral Degree 28 Coctoral Degree 28 Coctoral Degree 28 Coctoral Degree 29 Coctoral Degree 29 Coctoral Degree 25 Coc	D. Education	25
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