



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

August 11, 2023

REGIONAL MEMORANDUM
No. **856** s. 2023

**CORRIGENDUM TO REGIONAL MEMORANDUM NO. 841, S. 2023
(ANNOUNCEMENT OF THE VACANT POSITION IN THIS
OFFICE AND INVITATION TO APPLY)**

To: Schools Division Superintendents
Regional Office Personnel
All Others Concerned

1. Enclosure to Regional Memorandum No. 841, s. 2023 re Announcement of the Vacant Position in this Office and Invitation to Apply, particularly on the Criteria and Point System for Hiring and Promotion, specifically the breakdown of points for Performance, Outstanding Accomplishments, Application of Education, and Potential is hereby corrected as follows:

CRITERIA AND POINT SYSTEM FOR HIRING AND PROMOTION

Criteria	Breakdown of Points	Means of Verification
	Related Teaching (SG 24-Chief)	
A. Education <i>Education Units and/or degree relevant to the position to be filled, exceeding the minimum qualification requirements in the CSC-approved QS</i>	10	Transcript of Records and Diploma including completion of graduate and post-graduate units/degrees, if available
B. Training <i>Training hours relevant to the position to be filled, exceeding the minimum qualification requirements as defined in the CSC-approved QS, acquired after the last promotion but within the last five (5) years</i>	10	Certificate/s of Training
C. Experience <i>Experience relevant to the position to be filled,</i>	10	Certificate of Employment, Contract of Service, or duly signed Service Record



<p><i>exceeding the minimum qualification requirements as defined in the CSC-approved QS</i></p>		
<p>D. Performance <i>Performance based on submitted performance rating covering one (1) year or 12 months performance in the current or previous job or position relevant to the position to be filled</i></p>	<p>25</p>	<p>Internal Applicants: Performance Rating obtained from the RPMS-IPCR Form with at least Very Satisfactory Rating in the last rating period except for promotion from first to second level entry position where the required performance rating is at least Satisfactory.</p> <p>External Applicants: Certificate of Rating supported with Performance Evaluation Tool</p>
<p>E. Outstanding Accomplishments <i>Acquired after the last promotion</i></p>	<p>10</p>	<p>Outstanding Employee Award: a. Any issuance, memorandum or document showing the Criteria for the Search; and b. Certificate of Recognition/Merit</p> <p>Research and Innovation: a. Proposal duly approved by the Head of Office or the designated Research Committee per DO No. 16, s. 2017 b. Accomplishment Report verified by the Head of Office c. Certification of utilization of the innovation or research, within the school/office duly signed by the Head of Office d. Certification of adoption of the innovation or research by another school/office duly signed by the Head of Office e. Proof of citation by other researchers (whose study/research, whether published or unpublished, is likewise approved by authorized body) of the concept/s developed in the research.</p>



		<p>Subject Matter Expert/Membership in National TWGs or Committees</p> <ul style="list-style-type: none"> a. Issuance of Memorandum showing the membership in NTWG or Committee b. Certificate of Participation or Attendance; and c. Output/Adoption by the organization/ DepEd <p>Resource Speakership/ Learning Facilitation</p> <ul style="list-style-type: none"> a. Issuance/Memorandum/Invitation/Training Matrix; b. Certificate of Recognition/merit/Commendation/Appreciation; and c. Slide deck/s used and/or Session guide/s <p>NEAP Accredited Learning Facilitator</p> <ul style="list-style-type: none"> a. Certificate of Recognition as Learning Facilitator issued by NEAP Regional Office b. Certificate of Recognition as Learning Facilitator issued by the NEAP Central Office
<p>F. Application of Education <i>Acquired after the last promotion</i></p>	<p>10</p>	<ul style="list-style-type: none"> a. Action Plan approved by the Head of Office b. Accomplishment Report verified by the Head of Office c. Certification of the utilization/adoption signed by the Head of Office
<p>G. Application of Learning & Development <i>Acquired after the last promotion</i></p>	<p>10</p>	<ul style="list-style-type: none"> a. Certificate of Training or Certification on any applicable L&D intervention acquired that is aligned with the Individual Development Plan (IDP); for external applicants, a certification from HR stating that the L&D intervention is aligned with the core tasks of the applicant in their current or



		<p>previous position shall be required;</p> <p>b. Action Plan/Re-entry Action Plan (REAP)/Job Embedded Learning (JEL)/Impact Project applying the learnings from the L&D intervention done/attended, duly approved by the Head of Office;</p> <p>c. Accomplishment Report together with a General Certification that the L&D intervention was used/adopted by the Office at the local level;</p> <p>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.</p>
<p>H. Potential (Written Examination, Behavioral Event Interview (BEI), Skills or Work Sample Test) <i>Measure using other evaluative assessments</i></p>	15	HRMPSB Ratings
TOTAL	100	

2. Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO, CESO IV
 Regional Director

Enclosure: None

References: RM 841, s. 2023; DM-OUHROD 2023-0922; DO 007, s. 2023;

To be indicated in the Perpetual Index
 under the following subjects:

CORRIGENDUM
 CRITERIA
 ENCLOSURE
 POINTS



AD-PS-EDR

