



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

Division Memorandum

No. 237, s. 2022

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
Elementary School Heads
All Others Concerned

FROM : MARIZA S. MAGAN, Ed.D., CESO V
Schools Division Superintendent

DATE : May 19, 2022

SUBJECT : RECRUITMENT AND SELECTION OF APPLICANTS OF OTHER-
TEACHING, RELATED TEACHING AND NON-TEACHING VACANT
POSITIONS

1. The Schools Division of Tacloban City announces the conduct of the Division Assessment and Evaluation for the Recruitment and Selection of Other Teaching, Related Teaching and Non-Teaching Vacant Positions:

2.

No. of Vacancy	Position Title	Salary Grade	Assignment
Three (3)	Public Schools District Supervisor (PSDS)	22	Curriculum Implementation Division (CID)
One (1)	Head Teacher I	14	Elementary
One (1)	Master Teacher III	20	Cirilo Roy MNHS
One (1)	Dentist II	17	Health and Nutrition Unit (SGOD)
	Teacher III	13	Elem, LNHS, TNAS
	Teacher II	12	Elem, TNAS
One (1)	Administrative Officer II	11	Senior High School (SGOD)
One (1)	Project Development Officer I	11	Senior High School (SGOD)

3. Document evaluation shall be in accordance with the following guidelines:

PSDS	DepEd Order No.26 s. 2016 Revised Qualification Standards (QS) for the Position of Public Schools District Supervisor
Head Teacher I	DepEd Order No.42 s. 2007 The Revised Guidelines on Selection, Promotion and Designation of School Heads



5/19/2022
11:24 AM



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

	DepEd Order No. 39 s.2007 Modified Qualification Standards for the Positions of Head Teachers and Principals
Master Teacher	MEC Order No. 10, s.1979 Implementing Rules and Regulations for the System of Career Progression for Public School Teachers
Teacher II & III Dentist II Admin. Officer II Project Development Officer I	DepEd Order No.66 s. 2007 Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions

4. Interested and qualified applicants regardless of gender, civil status, age, disability, ethnicity, religion, etc. are encouraged to apply and may submit their Letter of Intent addressed to **DR. MARIZA S. MAGAN, EdD, CESO V**, Schools Division of Tacloban City through hmosdotac@deped.gov.ph carbon copy (cc) macapugasm@gmail.com on or before the **midnight of May 30, 2022**.
5. The following documents must be submitted by the applicants in hard copy and properly arranged in a folder with tabbing and Table of Contents on or before **May 31, 2022** to the HR office:
 - a. Letter of Intent (citing the specific position applied for) addressed to the School Division Superintendent;
 - b. Duly accomplished PDS (CS Form No.212, Revised 2017) with work experience sheet;
 - c. Photocopy of Certificate of Eligibility/Rating/License/ID;
 - d. Photocopy of scholastic/academic record, such as but not limited to Transcript of Records (TOR) and Diploma;
 - e. Photocopy of Service Record or Certificate of Employment, if applicable;
 - f. Photocopy of Certificates of Training;
 - g. Photocopy of the latest Performance Rating covering one (1) year performance, if applicable;
 - h. Omnibus Sworn Statement;
 - i. Updated Service Record;
 - j. Photocopy of Awards/Citations of Outstanding Accomplishment
 - k. Other documents as may be required
6. Failure to submit the Letter of Intent and the supporting documents on or before the deadline mentioned above would mean a waiver of the right to be included in the evaluation/ranking for the said positions.
7. Qualified applicants shall be notified through a letter, email, text or call on the schedule of screening or interview.
8. Immediate dissemination of and strict compliance with this Memorandum are desired.





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

Enclosure to Division Memorandum No. _____, s. 2022

QUALIFICATION STANDARDS

PUBLIC SCHOOLS DISTRICT SUPERVISOR

Qualification Standards		Means of Verification
Education	Master's degree in Education or other relevant Master's Degree	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	Five years cumulative experience in instructional supervision and school management	Appointment; Service Record; Certificate of Employment; Designation Orders; OPCRF/IPCRF
Training	Sixteen (16) hours of relevant training	Certificate of Completion or Participation
Eligibility	Republic Act No. 1080 (Teacher)	Certificate of Eligibility

HEAD TEACHER I

Qualification Standards		Means of Verification
Education	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	TIC for 1 year; or Teacher for 3 years	Appointment; Service Record; Certificate of Employment; Designation Orders; OPCRF/IPCRF
Training	Twenty four (24) hours of relevant training	Certificate of Completion or Participation
Eligibility	Republic Act No. 1080 (Teacher)	Certificate of Eligibility





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

MASTER TEACHER III

Qualification Standards		Means of Verification
Education	Completion of academic requirements for a Master's degree in Education or its equivalent	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	1 year as Master Teacher II or 5 years as Teacher III	Appointment; Service Record; Certificate of Employment; Designation Orders; OPCRF/IPCRF
Training	Eight (8) hours of relevant training	Certificate of Completion or Participation
Eligibility	Republic Act No. 1080 (Teachers)	Certificate of Eligibility

TEACHER III - ELEMENTARY

Qualification Standards		Means of Verification
Education	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	Two (2) years relevant experience	Appointment; Service Record; Certificate of Employment; OPCRF/IPCRF
Training	None Required	
Eligibility	Republic Act No. 1080 (Teacher)	Certificate of Eligibility

TEACHER III - SECONDARY

Qualification Standards		Means of Verification
Education	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	Two (2) years relevant experience	Appointment; Service Record; Certificate of Employment; OPCRF/IPCRF
Training	None Required	
Eligibility	Republic Act No. 1080 (Teacher)	Certificate of Eligibility





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

TEACHER II

Qualification Standards		Means of Verification
Education	Bachelor of Education (BEED) or Bachelor's degree plus 18 professional units in education	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	1 year relevant experience	Appointment; Service Record; Certificate of Employment; OPCRF/IPCRF
Training	None Required	
Eligibility	Republic Act No. 1080 (Teacher)	Certificate of Eligibility

DENTIST II

Qualification Standards		Means of Verification
Education	Doctor of Dental Medicine or Dental Surgery	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	1 year relevant experience	Appointment; Service Record; Certificate of Employment;
Training	4 hrs of relevant training	Certificate of Completion or Participation
Eligibility	Republic Act No. 1080 (Dentist)	Certificate of Eligibility

ADMINISTRATIVE OFFICER II (SENIOR HIGH)

Qualification Standards		Means of Verification
Education	Bachelor's degree	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	None Required	
Training	None Required	
Eligibility	Career Service Professional 2 nd level eligibility	Certificate of Eligibility





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
 Tacloban City

PROJECT DEVELOPMENT OFFICER I (SENIOR HIGH)

Qualification Standards		Means of Verification
Education	Bachelor's degree relevant to the job	Transcript of Records; Certification of Completed Academic Requirements; Diploma
Experience	1 year of relevant experience	Appointment; Service Record; Certificate of Employment
Training	4 hrs of relevant training	Certificate of Completion or Participation
Eligibility	Career Service Professional 2 nd level eligibility	Certificate of Eligibility

JOB SUMMARY, KEY RESULT AREAS, AND DUTIES AND FUNCTIONS

PUBLIC SCHOOLS DISTRICT SUPERVISOR

Job Summary	Key Result Area	Duties and Responsibilities
Assists the schools or learning centers in the district.	INSTRUCTIONAL SUPERVISION	<p>Provide guidance and instructional supervision to school heads by observing and gathering data on their strengths and development needs and then coaching them towards improved instructional leadership practices.</p> <p>Observe and gather data on the strengths and competency (KSA) development needs of teachers and coach school heads on how to improve teachers' KSA in teaching-learning delivery.</p> <p>Assess the situation of schools and learning centers, and identify actions needed to put in place an enabling environment for School Heads and Teachers to deliver quality basic education</p>
	TECHNICAL ASSISTANCE IN SCHOOL MANAGEMENT	<p>Provide technical assistance in the formulation of school plans (e.g. SIP) and its adjustments by conducting workshops, doing follow through coaching and providing appraisal and feedback on their draft plans, so that all schools can have approved plans as basis for budgeting and resourcing.</p> <p>Monitor and evaluate school's implementation of their plans and submit reports to the Schools Division management team to provide feedback</p> <p>Coach and guide the schools in his/her assigned district to effectively implement their programs and projects and attain its objectives.</p> <p>Coordinate and facilitate the conduct of orientation/ induction programs for all newly hired teachers on their roles and responsibilities.</p> <p>Collect and analyze accomplishment reports of school heads to monitor and follow up on the proper and timely implementation of school plans and programs and provide technical assistance where needed.</p>
	MONITORING AND EVALUATION	Conduct monitoring and evaluation on the utilization and liquidation of SEF, MOOE and other funds to determine if schools adhere with the policy and





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

		<p>standards using pre-designed M & E and transparency tools.</p> <p>Monitor SBM Level of practice through validation of their documents and outputs to determine areas for development and possible provision of technical assistance to improve school performance.</p> <p>Monitor and evaluate private schools through ocular inspection of required documents to determine adherence to set standards as regards to permit to operate renewal of operation, permit for recognition, GASTPE implementation, accreditation</p>
	CURRICULUM DEVELOPMENT, ENRICHMENT, and LOCALIZATION	Conduct monitoring and evaluation of the school's implementation of the localized curriculum to provide feedback to management towards continuous enhancement of the curriculum.
	LEARNING OUTCOMES ASSESSMENT	<p>Gather result of assessment reports per district and per school, per subject area and analyze performance gaps to pinpoint causes and possible interventions to close the gap.</p> <p>Draft policy recommendations related to improving learning outcome based on findings from studies and reports.</p>
	RESEARCH	Conduct action research on curriculum implementation, needs and issues, appropriate interventions for assigned district as well as best practices and submit findings and recommendations for management action and policy formulation.
	TECHNICAL ASSISTANCE	<p>Assesses the situation and analyzes the needs of schools in the district to identify the appropriate and relevant actions and interventions</p> <p>Coordinate with the EPS concerned to arrive at a technical assistance plan for each district.</p> <p>Coach the school head in implementing interventions related to curriculum implementation t and instructional delivery.</p> <p>Prepares and submits periodic reports on the progress of the technical assistance being provided to the schools</p> <p>Prepares and submits reports on the results of technical assistance and corresponding policy recommendations for management's consideration.</p>

HEAD TEACHER I

Job Summary	Key Result Area	Duties and Responsibilities
<p>Observes classes/teachers for effective and competent delivery of the curriculum. Assists the school heads in planning of</p>	<p>Assisted in SBM Implementation</p> <p>Evaluated the teaching learning process based on results</p>	<ul style="list-style-type: none"> • Supports School-Based Management (SBM) • Assists in the development and implementation of School Improvement Plan (SIP) along with the Annual Improvement Plan (AIP) • Ensures adherence to DepEd Orders and Other Issuances • Assists in maintaining the school BEIS • Assists in reporting learning outcomes to parents and other stakeholders through the School Report Card • Assists in working for possible accreditation





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

<p>programs and activities</p> <p>Coordinates with the subject area division supervisors in preparing teacher training and implements school policies and regulations</p>	<p>Coordinated with stakeholders in the acquisition of learning materials, resources</p>	<ul style="list-style-type: none"> • Monitors the teaching-learning process • Evaluates learning Outcomes • Recommends changes in policies affecting curriculum and instruction • Implements innovations and alternative delivery schemes • Localizes/indigenizes curriculum • Prepares specific budget and accounts for funds received • Maximizes the use of textbooks, references and other instructional materials • Ensures proper use and maintenance of school facilities, equipment, textbooks and supplies/materials • Coordinates with stakeholders on resource generation and mobilization • Motivates and support teachers to attain peak performance through awards, recognition and incentives • Monitors teachers and master teachers • Recommends staffing requirements and assists in the selection and hiring of teachers • Conducts department-based training as a result of training needs analysis • Evaluate Performance of teachers • Promotes harmonious working relationship among teachers • Promotes the corporate image of the Department of Education • Recommends promotion of teaching and non-teaching personnel • Establishes and ensures support and cooperation of stakeholders • Provides technical assistance in school-related grievances and assists in enforcing school safety procedures and policies • Proposes plans and implements SB INSET • Prepares and submits monthly supervisory /accomplishment report
---	--	--

MASTER TEACHER III

Job Summary	Key Result Area	Duties and Responsibilities
<p>Performs 30-50% teaching load; takes charge of curriculum enrichment, teacher coaching / mentoring, professional development, research, community linkages, (professional development).</p>	<p>Conducted action research related to school concerns/problems within a year</p> <p>Conducted seminars/ workshops / trainings for teachers in specific learning areas</p> <p>Performed teaching loads every year</p> <p>Served as demonstration</p>	<ul style="list-style-type: none"> • Provides technical assistance to teachers to improve their competencies • Takes active participation in the planning and implementation of training programs in school, district and division levels • Initiates improvement in instructional programs • Leads in the preparation of instructional materials • Introduces innovative teaching approaches and strategies • Serves as demonstration teacher, facilitator or resource person at the school level • Performs regular class monitoring using process observation tools • Assists the school selection committee in the evaluation of credentials when hiring or promoting teachers • Represent the school in conferences or events as delegated by the school head • Conducts post conferences with teachers for feedback on teaching-learning process





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

<p>and provided at least 20% assistance to school head in program implementation</p>	<p>teacher for school / division level trainings</p> <p>Achieved above 85% of the student performance at the end of school year</p> <p>Completed the required competencies for the students in every quarter</p> <p>Increases NAT performance of the school</p> <p>Observed 100% of the teachers in the school with post conference in every quarter</p> <p>Conducted mentoring/coaching program to teachers in the school on quarterly basis</p> <p>Managed performance of teachers following the RPMS cycle (planning and commitments, coaching and monitoring, review and evaluation and development planning)</p>	<ul style="list-style-type: none"> • Participates actively in school strategic planning process involving internal and external stakeholders • Carries regular teaching loads for the assigned grade/subject • Conducts at least one action research every year • Takes charge of the school reading recovery program, remedial and/or enrichment program • Teaches/Takes over the class if the assigned teacher is absent; works beyond official time • Enriches the curriculum of his/her field of specialization • Serves as OIC of the school in the absence of the school • Functions as head/coordinator of the department in the absence of a Head Teacher/Department Head • Consolidates and interprets competency assessment results • Designs and validates training programs for teachers • Checks, improves and prepares sample lesson plans for the assigned grade/subject area • Interprets test results and utilizes them for improvement of instruction • Helps identify potential demonstration teachers • Gives demonstration to new/striving teachers
--	---	--

TEACHER II & III

Job Summary	Key Result Area	Duties and Responsibilities
	<p>Prepared daily lesson plans and daily logs of activities including appropriate, adequate and updated instructional materials within the rating period</p>	<ul style="list-style-type: none"> • Teaches or more grades/levels using appropriate and innovative teaching strategies • Facilitates learning in the elementary/secondary schools through functional lesson plans (for new teachers up to 3 years) Daily Log (for teachers teaching 4 years and above) of activities and appropriate, adequate and updated instructional materials • Monitors and evaluates pupils/students' progress • Undertakes activities to improve performance indicators





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

<p>Facilitated learning in the school through functional lessons plans, daily logs and innovative teaching strategies</p> <p>Initiated discipline of students including classroom rules, guidelines and individual and group tasks within the rating period</p> <p>Monitored and evaluated and maintained pupils/students' progress within the rating period</p> <p>Conducted remediation/ enrichment programs to improve performance indicators</p> <p>Attained the required GSA for grade level and learning areas</p> <p>Conducted periodic PTA meetings/conferences</p> <p>Visited parents of students needing academic monitoring/follow-up within the rating period</p> <p>Undertaken/initiated projects/events/activities with external funding/sponsorship within the target date</p> <p>Conducted problem/classroom-based Action Research</p> <p>Initiated/Participated in co-curricular/school</p>	<ul style="list-style-type: none">• Maintains updated pupils/students progress regularly• Supervises curricular and co-curricular projects and activities• Maintains updated pupil/student school records• Counsels and guides pupils/students• Supports activities of governmental and non-governmental organizations• Conducts Action Plan• Maintains Daily Routine (classroom cleanliness, classroom management, overall physical classroom atmosphere• Maintains harmonious relationship with fellow teachers and other school personnel as well as with parents and other stakeholders• Does related work
---	--





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

	activities within the rating period Produced publications/creative work for school paper/division publication within the target date	
--	---	--

DENTIST II

Job Summary	Key Result Area	Duties and Responsibilities
Promotes, protects and maintains the physical and mental well-being and readiness of learners to learn, by planning, formulating strategies for Dental health programs, to provide the establishment of viable and sustainable linkages with educational partners and stakeholders with Dental Health Programs.	Dental Health Program and Services Nutrition Program Service (with emphasis on Dental Health Care) Partnership	<ul style="list-style-type: none"> Plans and formulates policies and guidelines limited only to Dental Health Programs of the Schools Division Office with emphasis that the Dentist II has no direct supervisory function to the Nursing Services in the Schools Division Office. Develop, Design, Implement, Evaluate, Monitor and Report Sustainable Dental Health Programs for all learners of the Schools Division Office. Prepares and submits periodic reports of accomplishments in Dental Health Care Programs. Monitor and Evaluate the implemented School Dental Health in support of Nutrition Programs of the Schools Division Office that will directly benefit the learners of the SDO Monitor, Evaluate and Report the Dental Health Status of learners in the SDO in support of Health and Nutrition Programs that will directly benefit the learners of the SDO. Establishes and Maintains Partnerships and Agreements with other agencies and stakeholders based on DepED Standards for Dental Health and in direct support of all Nutrition Programs in the SDO.

ADMINISTRATIVE OFFICER II (SENIOR HIGH)

Job Summary	Key Result Area	Duties and Responsibilities
This position is responsible for the implementation of an effective and efficient administrative support functions in the school.	General Administrative Support	<ul style="list-style-type: none"> Responsible for the execution and continuous improvement of the administrative process of the school including budget planning and preparation of financial reports subject to the approval of the School Head or Principal Reports to the Assistant Principal for Operations and Learner Support and/or Principal/School Head





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

	Partnerships and Linkages	<ul style="list-style-type: none">• Provides technical assistance on the implementation of youth formation programs, projects and activities from national to the school level.• Prepares proposals to possible partners and advocates of youth formation programs.• Establishes partnerships and linkages in support of the youth formation programs, projects, and activities at the division level.• As may be assigned by the superior.
--	----------------------------------	--





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
 Tacloban City

CRITERIA, POINTS, AND SUPPORTING DOCUMENTS

CRITERIA	Teaching and Related-Teaching	Non-Teaching Level 2	SUPPORTING DOCUMENTS
A. PERFORMANCE RATING (Performance rating for the last 3 rating periods should be at least Very Satisfactory)	35	30	<ul style="list-style-type: none"> Individual Performance Review Commitment and Review Form (IPCRF)
B. EXPERIENCE (must be relevant to the duties and functions of the position to be filled) Every year is given a point but not to exceed ten (10) points for level 2 and five (5) points for level 1 and teaching and related teaching positions	5	10	<ul style="list-style-type: none"> Appointment Service Record Certificate of Employment Job Contract or Memorandum of Agreement Designation Orders OPCRF/IPCRF
C. OUTSTANDING ACCOMPLISHMENTS (Meritorious Accomplishments) (earned/acquired after the last promotions)	20	20	
a. Outstanding Employee Award/Other Outstanding Accomplishments	4	4	<ul style="list-style-type: none"> Certificates/Plaques of Recognition or Appreciation
- Awardee in the school - Nomination in the division/awardee in the district - Nomination in the region/awardee in the division - Nomination in the Department / awardee in the region - National Awardee	1 1.5 2 3 4		
b. Innovations Innovative workplan properly documented, approved by immediate chief and attested by authorized regional/division official	4	4	<ul style="list-style-type: none"> Copy of the Innovation document with the name of candidate, duly noted by the Head of Office Certificate signed by the Head of Office on the extent of implementation, whether Conceptualized, Started the implementation, or Fully Implemented in the office Certification signed by the Head of Office on the extent of implementation in the office
- Conceptualized - Started the implementation - Fully implemented in the school - Adopted in the district - Adopted in the division	1 1.5 2 3 4		





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

<p>c. Research and Development</p> <ul style="list-style-type: none"> - Action research conducted in the school level 1 - Action research conducted in the district level 2 - Action research conducted in the division level 3 - Action research conducted in the regional level 4 	<p>4</p>	<p>4</p>	<ul style="list-style-type: none"> • Copy of the complete manuscript of the implemented/conducted Research and Development Project duly approved by the Head of Office • Certification from the Research Committee on the scope of the Research Locale as to where it was conducted
<p>d. Publication/Authorship</p> <ul style="list-style-type: none"> - Articles published in a journal/newspaper/magazine of wide circulation 1 - Co-authorship of a book (divided by the number of authors) 4 - Sole authorship of a book 4 	<p>4</p>	<p>4</p>	<ul style="list-style-type: none"> • Copy of the book, magazine or publication where article is written with name of author indicated; certification of the authorities concerned
<p>e. Consultancy/Resource Speakership in Training/Seminar/Workshop/Symposium</p> <ul style="list-style-type: none"> - District level/school 1 - Division level 1.5 - Regional level 2 - National level 3 - International 4 	<p>4</p>	<p>4</p>	<ul style="list-style-type: none"> • Certificates/Plaques of Recognition or Appreciation
<p>D. EDUCATION AND TRAINING</p> <p>Education</p> <ul style="list-style-type: none"> • Complete Academic Requirements for Master's Degree 10 • Master's Degree 15 • Complete Academic Requirements for Doctoral Degree 20 • Doctoral Degree 25 	<p>25</p>	<p>15</p>	<ul style="list-style-type: none"> • Transcript of Records • Certification for Completed Academic Requirements





Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
 Tacloban City

<p>Training (earned/acquired after the last promotion)</p> <p>Participant in a specialized training, e.g. scholarship programs, short courses, study grants.</p> <p>Participant in three (3) or more training activities in each level conducted for at least three (3) days</p> <ul style="list-style-type: none"> - District Level - Division Level - Regional Level <p>Participant in one (1) training conducted for at least three (3) days.</p> <ul style="list-style-type: none"> - National Level - International Level <p>Chair/Co-Chair in a technical/planning Committee</p> <ul style="list-style-type: none"> - District Level - Division level - Regional level - National level - International level 	<p>5</p> <p>One point for every month of attendance but not to exceed ten(10) points</p> <p>1 2 3</p> <p>4 5</p> <p>1 2 3 4 5</p>	<p>10</p> <p>One point for every month of attendance but not to exceed ten(10) points</p> <p>2 4 6</p> <p>8 10</p> <p>2 4 6 8 10</p>	<ul style="list-style-type: none"> • Certificates of Completion or Participation
<p>E. POTENTIAL (Behavioral Event Interview and Written Examination)</p> <ul style="list-style-type: none"> - Communication Skills - Ability to present Ideas - Alertness - Judgement - Leadership Ability 	<p>5</p> <p>1 1 1 1 1</p>	<p>10</p> <p>2 2 2 2 2</p>	<p>HRMPSB Ratings</p>
<p>F. PSYCHOSOCIAL ATTRIBUTES & PERSONALITY TRAITS (Behavioral Event Interview and Written Examination)</p> <ul style="list-style-type: none"> - Human Relations - Decisiveness - Stress Tolerance 	<p>5</p> <p>2 2 1</p>	<p>5</p> <p>2 2 1</p>	<p>HRMPSB Ratings</p>
<p>TOTAL</p>	<p>100</p>	<p>100</p>	

