



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 259, s.2018

March 20, 2018

**ATTENDANCE IN THE SCREENING, RECRUITMENT AND SELECTION OF
ASSESSORS FOR THE ASSESSORS' POOL DEVELOPMENT**

To: Sollie B. Oliver, LLB, MATE
Chief Education Supervisor
School Governance & Operations Division

Attention: Maria C. Jadloc
EPS II-SM&E

Cecile C. Uy
EPS II-HRD

1. This is in reference to DepED Memorandum DM-CI-2017-00468 through the National Educators Academy of the Philippines (NEAP) announces the screening, recruitment and selection of the participants to the Assessors' Pool Development on March 24-28, 2018 for the second batch to be held at Hotel Fortuna, Borromeo St., Cebu City.
2. You are hereby directed to attend the said activity.
3. Board and lodging of the participants are chargeable to NEAP Central Office funds while travel and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. For information and compliance.

FOR AND IN THE ABSENCE OF:

WINNIE E. BATON, EdD
Officer-in- Charge
Office of the Schools Division Superintendent

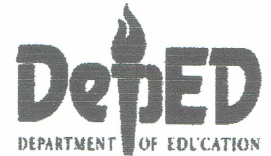

MELANIE P. ESTACIO, Ph.D
OFFICER-IN-CHARGE
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT

DepEd Schools Division Office
RELEASED 4765
Date: MAR 21 2018 Time: 9:25
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ronald dedace: March 20, 2018 Screening, Recruitment and Selection of the participants to the Assessors' Pool Development



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw
Tanggapang Panrehiyon



Address: F. Torres Street, Davao City (8000)

website address: [http:// www..region11.deped.gov.ph](http://www.region11.deped.gov.ph)

QUALITY ASSURANCE DIVISION, email address: qad@roxi@yahoo.com Telephone # 224-0751

Memorandum

To : Schools Division Superintendents

From :  ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

Subject: Screening, Recruitment and Selection of Assessors for the Assessors' Pool Development

Date : March 9, 2018

In line with DepEd Memorandum DM-CI-2017 - 00468 through the National Educators Academy of the Philippines (NEAP) announces the screening, recruitment and selection of participants to the Assessors' Pool Development on March 19-23, 2018 for the 1st batch and March 24-28, 2018 for the 2nd batch to be held at Hotel Fortuna, Borromeo St., Cebu City.

In this connection, all the QAME ASSOCIATES of Region XI who have attended the training at General Santos City on October 3-6, 2017 for Mindanao cluster is hereby advised to participate in the screening, recruitment and selection activity to be leveled up as QAME Assessors' Pool Development, to wit;

OFFICE	STATION	NAME
Batch 1 – March 19-23, 2018		
REGION	QAD	Roy T. Enriquez
	QAD	Maflor J. Dingal
	QAD	Alfeo B. Ingay
	QAD	Jenielito S. Atillo
DIVISION	Compostela Valley	Juanito M. Lapeceros
		Mamelyjane Bernal
		Joseph Curpos
	Davao City	Ma. Flora C. Arcena
		Fritzie Ivy D. Jara
		Leah C. Saavedra
	Davao del Norte	Arnel F. Labasan
		Ramel M. Plio
		Melanie O. Mandin
	Davao del Sur	Mario C. Mondejar
		Clarence S. Pillerin
		Boubert Dumagan
Batch 2 – March 24-28, 2018		
REGION	QAD	Brenda S. Belonio
	HRDD	Danilo M. Canda
	ITO	Pocholo Fernandez

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
RELEASE

By: 
Date: 3/12/18 Time: 2:58 PM

DIVISION	Davao Occidental	Nilo Octura
		Winnie Melanes
	Davao Oriental	Allan D. Limbadan
		Josephine G. Lastrado
		Randulf S. Marianito
	Digos City	Maria C. Jadloc
		Ronald B. Dedace
	IGACOS	Evangeline C. Bongcac
		Arlene M. Lubrado
	Mati City	Liezel C. Padua
		Mercy R. Paglinawan
	Panabo City	Dionisia Ma. C. Gonzaga
		Elton L. Kadili
	Tagum City	Febby Kristin L. Ebita
		Ivy A. Polomo

Attached are the DepED Memorandum DM-CI-2017 – 00468, Template for the Modified PDS Form and Interview Rating Sheet for reference and guidance.

Participants from the Schools Division Offices shall be a non - school based personnel, SG-16 or above, and are required to submit to the Quality Assurance Division (QAD), DepEd Regional Office XI, the entry level requirements such as; 1) Letter of Intent (to become a Certified Assessors' Pool Development) and attach Filled Up (a) Modified PDS Form for Assessors, (b) acquire an Indorsement letter from the SDS and, 2) Copy of the OPCRIF/IPCRF Rating (for the last 2 rating periods). However participants from the SDOs' are all subject from the approval of their concerned Schools Division Superintendent.

The entry level requirements shall be submitted a day before the activity. Failure to do so may cause of disapproval to attend the screening, recruitment and selection of participants to the Assessors' Pool Development.

Board and lodging of the participants is chargeable to NEAP Central Office funds while travel and other incidental expenses shall be charged against local funds subject to the usual government accounting and auditing rules and regulations.

For immediate and wide dissemination.

Inclosure: As stated.

ROQ3/mjd



CURRICULUM AND INSTRUCTION

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

2nd Floor, Mabini Bldg., DepEd Complex, Meralco Avenue, Pasig City, Philippines 1600
Office of the Director (Rm 215) Telefax No.- 638-8638; e-Mail Add: neapdo.depedco@gmail.com



Memorandum

FOR:

Lorna Dig-Dino
LORNA DIG-DINO, PhD

Undersecretary, Curriculum and Instruction

FROM:

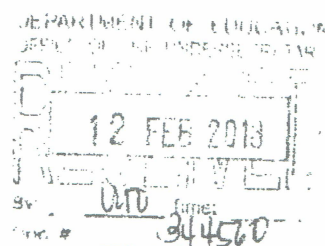
John Arnold S. Siena
JOHN ARNOLD S. SIENA
Director IV

SUBJECT:

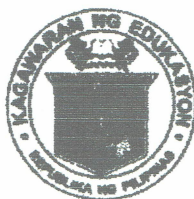
AUTHORITY TO CHANGE DATE OF ACTIVITY

DATE:

6 February 2018



This is to request authority to change the date of conduct of the *Development of Assessors Pool* from Dec. 11-22, 2017 to March 19-30, 2018. All administrative arrangements remain.



Republic of the Philippines
Department of Education

DepEd Complex, Meralco Avenue, Pasig City, Philippines

Direct Line : (632) 633-7202 Telefax: (632) 636-4879

Email: dina.ocampo@deped.gov.ph Website: www.deped.gov.ph

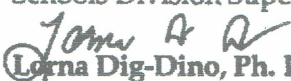


Undersecretary for Curriculum and Instruction

Memorandum

DM-CI-2017-00468

To : Bureau Directors
Regional Directors
Schools Division Superintendents

From : 
Lorna Dig-Dino, Ph. D.
Undersecretary for Curriculum and Instruction

Subject: Screening, Recruitment and Selection of Assessors for the Assessors' Pool Development

Date: 27 November 2017

1. The National Educators' Academy of the Philippines (NEAP) announces the screening, recruitment and selection of participants to the Assessors' Pool Development, date and venue will be announced by the respective regional search entities;
2. The activity aims to identify participants to the National Assessors Pool Development capacity building which will prepare them for the certification program. Initially, Assessors are tasked to certify the Learning Facilitators of NEAP programs. They will be later on tasked to evaluate the QATAME associates, Learning and Development compliance, facilities operations and non-DepEd learning service providers;
3. Participants shall be the select non-school based personnel, SG-16 or above, from the Schools Division and Regional Offices/Central Office. Each region shall identify 30 qualified nominees and will identify those who will participate in the first and second batches of capacity building. Each region will have no more than 15 participants per batch. The capacity building activity for the assessors is scheduled on 11-22 December 2017;
4. Enclosure No. 1 contains the list of entry requirements and Modified PDS Form for Assessors which the applicants should submit to the evaluating office. For the regions, applications should be submitted to the Schools Division Office or the Quality Assurance Division for those from the regional office and the Quality Assurance Division, National Educators' Academy of the Philippines for applicants from the Central Office.
5. The Quality Management Teams of the Schools Division Offices are tasked to do the pre-selection and evaluation of documentary requirements. The top 5 qualifiers shall be endorsed by the Schools Division Superintendent to the Regional Office-Quality Assurance Division. Applicants shall undergo a Regional Recruitment and Selection process;



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Email: dina.ocampo@deped.gov.ph Website: www.deped.gov.ph



Undersecretary for Curriculum and Instruction

6. The Regional Quality Management Team shall conduct the recruitment and selection of applicants from the divisions and regions. In the absence of the RQMT, the Regional Recruitment and Selection Team, composed of QAD and HRDD representatives shall identify the 30 participants to the national capacity building activity. List of qualifiers shall be endorsed to the QAD NEAP-CO on or before December 7, 2017;
7. Applicants from the Central Office shall be evaluated by a screening, recruitment and selection committee in NEAP which will also identify participants to the capacity building after documentary evaluation and interview.
8. For immediate and wide dissemination.

Entry Level Requirements

- 1. Letter of Intent
 - Attachments:
 - a. Modified PDS Form for Assessors
 - b. Indorsement from the SDS
- 2. OPCRF/IPCRF Rating (for the last 2 rating periods)

MODIFIED PERSONAL DATA SHEET

Print legibly. Mark appropriate boxes with "✓"

I. PERSONAL INFORMATION

SURNAME			
FIRST NAME			
MIDDLE NAME			
DATE OF BIRTH (mm/dd/yyyy)			
PLACE OF BIRTH		RESIDENTIAL ADDRESS	
SEX	☐ Male ☐ Female		
CIVIL STATUS	☐ Single ☐ Widowed ☐ Married ☐ Separated ☐ Annulled ☐ Others, specify _____	ZIP CODE	
		TELEPHONE NO.	
		PERMANENT ADDRESS	
CITIZENSHIP			
HEIGHT (m)		ZIP CODE	
WEIGHT (kg)		DIALECTS SPOKEN	
BLOOD TYPE		TELEPHONE NO.	
GSIS ID NO.		E-MAIL ADDRESS (if any)	
PAG-IBIG ID NO.		CELLPHONE NO. (if any)	
PHILHEALTH NO.		AGENCY EMPLOYEE NO.	
SSS NO.		TIN	

II. FAMILY BACKGROUND

SPOUSE'S SURNAME		NAME OF CHILD (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME			
MIDDLE NAME			
OCCUPATION			
EMPLOYER/BUS. NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			

III. EDUCATIONAL BACKGROUND

LEVEL	NAME OF SCHOOL (Write in full)	DEGREE COURSE (Write in full)	YEAR GRADUATED (if graduated)	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	INCLUSIVE DATES OF ATTENDANCE		SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
					From	To	

IV. WORK EXPERIENCE (for the last three years)

INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full)	STATUS OF APPOINTMENT	GOV'T SERVICE (Yes / No)
From	To				

V. RELEVANT TRAINING PROGRAMS (For the last three years)

TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		CONDUCTED/ SPONSORED BY (Write in full)
	From	To	

CERTIFICATION OF PHYSICAL FITNESS	REMARKS	Name and Signature of Attending Government Physician/DepED Medical Officer

Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	☐ YES ☐ NO
If YES, give details:	

COMMUNITY TAX CERTIFICATE NO.			
ISSUED AT	SIGNATURE (Sign inside the box)		
ISSUED ON (mm/dd/yyyy)	DATE ACCOMPLISHED		RIGHT THUMBMARK

Interview Rating Sheet

Please check if the following competencies are evident or not evident. Put a check (✓) if it is evident and an x if it is not evident.

COMPETENCY: Demonstrates effective Communication Skills

[illegible]

COMPETENCY: Demonstrates Personal and Interpersonal Skills

INDICATORS	Nominee Number							
1. ETHICAL								
• Behaves according to accepted standards of conduct								
• Shows fair treatment in dealing with people								
• Manifests sincerity in giving feedback and decisions								
• Safeguards and maintains confidentiality of information								
2. OPEN-MINDED								
• Sees things from various angles and viewpoints								
• Demonstrates willingness to accept/try new ideas								
• Exemplifies ability to suspend judgement								
3. DIPLOMATIC								
• Uses tact in communicating								
• Sees situations from another person's point of view/perspective								



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Department of Education
 DepEd Complex, Meralco Avenue, Pasig City, Philippines
 Direct Line: (632) 633-7202, 687-4146 Fax: (632) 631-5057
 E-mail: lorna.dino@deped.gov.ph Website: www.deped.gov.ph

DepED

346694

Undersecretary for Curriculum and Instruction

March 6, 2018

ADVISORY

Due to the observance of the Holy Week, this is to inform all concerned that the Assessors' Pool Development Capability Building scheduled for March 19-30, 2018 will be conducted on **March 19-23, 2018 for (Batch 1)** and **March 24-28, 2018 for (Batch 2)**. Venue for the activity will be at **ECOTECH Center, Lahug, Cebu City.**

Day 0 for Batch 1 is 18 March 2018 and the first meal is dinner of 18 March and last meal is breakfast of 24 March. Day 0 for Batch 2 is 23 March and first meal is dinner of 23 March. Last meal for batch 2 is breakfast of 29 March.

Travel expenses of regional participants shall be charged to local funds.

Lorna H. W.

DR. LORNA DIG-DINO
 Undersecretary
 Curriculum and Instruction

Jr