



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



DIVISION MEMORANDUM
No. 040, s.2019

January 10, 2019

**EVALUATION OF DOCUMENTS AND ON-SITE VALIDATION FOR THE 2018
EAGLE SEARCH FOR NON-TEACHING PERSONNEL**

To: **OIC-ASDS
CID and SGOD CHIEFS
SECTION HEADS
DIVISION PRAISE SECRETARIAT MEMBERS**

1. In reference to the enclosed unnumbered Regional Memorandum with the same title above, dated January 9, 2019, please be informed that the Regional Screening Committee (RSC) has been advised to start the evaluation of the documents for the EAGLE Search for non-teaching personnel on January 3-11, 2019; to conduct an on-site validation on January 14-18, 2019; and to convene for final deliberation on January 21-23, 2019.
2. The above-mentioned enclosure also bears the names of the members of the RSC of the EAGLE Search. Other enclosures include the Criteria Evaluation for Category 1 (Salary Grade 1-10) and Category 2 (Salary Grade 11 and up).
3. Immediate dissemination of this Memorandum is earnestly desired.

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

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED 19-25883

DATE: 11 JAN 2019 TIME: 2:21 PM

BY:

Encl: as stated

Ref: Regional Memorandum No. 239, s.2018; Civil Service Commission (CSC) Resolution No. 010112 and CSC MC No- 01 s. 2001; DO No. 9, s.2002)

To be indicated in the Perpetual Index under the following subjects: SGOD; HRD; SEARCH; 2018 EAGLE for Non-Teaching Personnel
CUY-HRD: January 10, 2019 EVALUATION OF DOCUMENTS AND ON-SITE VALIDATION FOR THE 2018 EAGLE SEARCH FOR NON-TEACHING PERSONNEL

1/10/19 @ 9:39 AM



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION XI
Davao City



DepEd Schools Division of Digos City
RECORDS SECTION

MEMORANDUM

TO : Schools Division Superintendents
Chiefs of Divisions
Regional Office

RECEIVED 25883
DATE: JAN 10 2019 TIME: 1:31 PM
BY: [Signature]

SUBJECT: EVALUATION OF DOCUMENTS AND ON-SITE VALIDATION FOR
THE 2018 EAGLE SEARCH FOR NON-TEACHING PERSONNEL

DATE : January 9, 2019

1. Pursuant to the Regional Memorandum No. 239 s. 2018 entitled, "Search for the 2018 Exemplary Awards for Great and Likable Employees (EAGLE) for Non- Teaching Personnel," the Regional Selection Committee (RSC) chairpersons and members are hereby advised to start on the evaluation of documents for the EAGLE Search on January 3 – 11, 2019 and to select the top three (3) among the division winners.
2. Please be advised further that after selecting the top three winners per category, the RSC is hereby directed to conduct an ocular inspection or on-site validation to choose the Most Outstanding 2018 EAGLE on January 14 – 18, 2019. The Final deliberation schedule for the RSC to convene will be on January 21-23, 2019.
3. The documents to be evaluated shall be claimed at the Quality Assurance Division Office.
4. The EAGLE Search Regional Selection Committees (RSC) are, to wit;

Over-all Chairperson - **Dr. Evelyn R. Fetalvero, CESO V**
Assistant Regional Director

Asst. Chairperson - **Dr. Roy T. Enriquez, QAD-OIC Chief**
Head Secretariat: **Dr. Maflor J. Dingal, QAD – EPS**

Team A Category 1 (Salary Grade 1 – 10)

Chairperson: Ms. Janice T. Gamalong, AO V, Admin. Div.
Members : 1. Ms. Barbara B. Calubayan, Admin. Div.
2. Mr. John Villacorte, ESSD
Secretariat member 3. Ms. Agnes A. Sagsagat – HRDD

Team B Category 2 (Salary Grade 11 and Up)

Chairperson: Mariblanca P. Piatos, MD, Admin. OIC Chief
Members : 1. Dr. Danilo M. Canda, HRDD
2. Mr. Alim J. Maguindanao, ESSD

Empowerment Adaptability Goal-oriented Leadership Excellence

ROQ3/mjd

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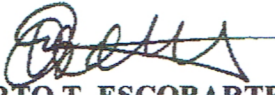


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Secretariat member 3. Ms. Marianne Bitacura, HRDD

5. The results of the said evaluation and on-site validation shall be forwarded to the Secretariat member of the team for consolidation.
6. Travel and other incidental expenses relative to the conduct of the on-site validation of the EAGLE Search shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
7. For immediate dissemination.


ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
RELEASED
1-10-19 9:22

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Republic of the Philippines
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CRITERIA FOR EVALUATION

**2018 EXEMPLARY AWARDS FOR GREAT AND LIKABLE EMPLOYEES
(EAGLE) FOR NON-TEACHING PERSONNEL**

**CATEGORY 1
(SALARY GRADE 1-10)**

Indicators	SCORE	%	RATING
Occupational Competence	40	30%	
➤ Work experience (20%)			
➤ Accomplishments (20%)			
➤ Human Relations (10%)			
Outstanding Achievements	25	30%	
➤ Awards (10%)			
➤ Innovation / Creativity (5%)			
➤ Publication / Authorship (5%)			
➤ Speakership (5%)			
Professional Growth	25	25%	
➤ Education	15	15%	
○ Doctoral (15%)			
○ Doctoral (CAR) (13%)			
○ Master's Degree (10%)			
○ Master's Degree (CAR) (7%)			
○ College Graduate (5%)			
➤ Training Attended	10	10%	
○ National (10%)			
○ Region (7%)			
○ Division (5%)			
Personal Characteristics	10	15%	
➤ Demonstrates positive traits both private and public life			
➤ Friendly, compassionate and tactful			
➤ Team-player and has good working rapport with colleagues			
➤ Initiates, facilitates and builds inter-community relations			
➤ Maintains wholesome relations with community stakeholders and local partners			
➤ Demonstrates transparency, honesty, accountability and personal integrity			
TOTAL	100	100%	

Evaluated by:

RSC

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CRITERIA FOR EVALUATION

**2018 EXEMPLARY AWARDS FOR GREAT AND LIKABLE EMPLOYEES
(EAGLE) FOR NON-TEACHING PERSONNEL**

**CATEGORY 2
(SALARY GRADE 11 & UP)**

Indicators	SCORE	%	RATING
Occupational Competence	40	30%	
➤ Work experience (20%)			
➤ Accomplishments (20%)			
➤ Human Relations (10%)			
Outstanding Achievements	25	30%	
➤ Awards (10%)			
➤ Innovation / Creativity (5%)			
➤ Publication / Authorship (5%)			
➤ Speakership (5%)			
Professional Growth	25	25%	
➤ Education	15	15%	
○ Doctoral (15%)			
○ Doctoral (CAR) (13%)			
○ Master's Degree (10%)			
○ Master's Degree (CAR) (7%)			
○ College Graduate (5%)			
➤ Training Attended	10	10%	
○ National (10%)			
○ Region (7%)			
○ Division (5%)			
Personal Characteristics	10	15%	
➤ Demonstrates positive traits both private and public life			
➤ Friendly, compassionate and tactful			
➤ Team-player and has good working rapport with colleagues			
➤ Initiates, facilitates and builds inter-community relations			
➤ Maintains wholesome relations with community stakeholders and local partners			
➤ Demonstrates transparency, honesty, accountability and personal integrity			
TOTAL	100	100%	

Evaluated by:

RSC

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