



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024-243

To : Assistant Schools Division Superintendent
CID Chief
Jem Boy B. Cabrella – Education Program Supervisor

Subject : **ATTENDANCE TO THE VIRTUAL ORIENTATION ON THE GUIDELINES
ON THE ENGAGEMENT OF ACCREDITED EXTERNAL ASSESSORS**

Date : July 5, 2024

In relation to invitation from Director IV, Cyril-Nathan SM. Eamiguel of the Civil Service Commission, this office advises Jem Boy B. Cabrella to attend to the Virtual Orientation on the Guidelines on the Engagement of Accredited External Assessors and CSC Validators for the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) Implementation on July 8, 2024 at 1:00 PM.

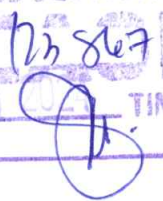
The purpose of this activity is to have a uniform understanding on the stipulated guidelines on their engagement / deployment and to discuss their agency assignment

For information, guidance and compliance.

For and in the absence of
Schools Division Superintendent

 7/8/24
SOLLIE B. OLIVER, JR., MATE

Chief- School Governance and Operations Division
Officer-In-Charge

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
DATE: Jul 08 2024 TIME: 4:08pm
BY: 

Enclosed: As stated.

CID/jbc





July 3, 2024

MELANIE P. ESTACIO

OIC - Schools Division Superintendent
Department of Education - Schools Division of Digos City
Roxas Cor. Lopez Jaena St. 8002 Digos City, Davao del sur

Attention: **MR. JEM BOY B. CABRELLA**
Education Program Supervisor
Department of Education Schools Division Office of Digos City

Subject: CSC Reso. No. 2400365 Transmittal Letter and Orientation on
the Guidelines on the Engagement of Accredited External
Assessors
Reference No. CSCROXIPSED2024003.A8AB0

Dear *Superintendent Estacio*:

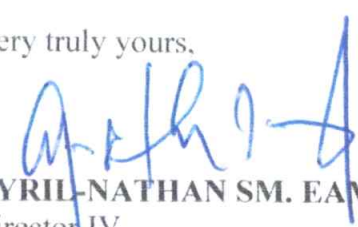
The Civil Service Commission has issued CSC Resolution No. 2400365 promulgated on May 3, 2024, on the Guidelines on the Engagement of Accredited External Assessors and CSC Validators for the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) Implementation.

We are forwarding two (2) copies of certified true copy of the said CSC resolution for **Mr. Jem Boy B. Cabrella** and for your guidance and reference.

The Policies and Systems Evaluation Division will conduct a **virtual orientation** with the Accredited External Assessors on **July 8, 2024 at 1:00 p.m.**, to have a uniform understanding on the stipulated guidelines on their engagement/deployment and to discuss their agency assignment.

In this regard, we would like to invite Mr. Cabrella on the aforementioned virtual orientation. The MS Teams details will be sent to the Accredited External Assessor's group messenger.

Very truly yours,


CYRIL-NATHAN SM. EAMIGUEL
Director IV

PS: DJBD/pdag

Copy furnished:

RICHARD T. ORTIZ
Director II
CSC Field Office- Davao del Sur



**Guidelines on the Engagement of Accredited
External Assessors and CSC Validators
for the Program to Institutionalize Meritocracy
and Excellence in Human Resource Management
(PRIME-HRM) Implementation**

Number: 2400365

Promulgated: 03 May 2024

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RESOLUTION

WHEREAS, Section 3, Article IX-B of the 1987 Philippine Constitution mandates the Civil Service Commission (CSC), as the central personnel agency of the government, to establish a career service and adopt measures to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service. It shall strengthen the merit and rewards system, integrate all human resource development programs for all levels and ranks, and institutionalize a management climate conducive to public accountability;

WHEREAS, the CSC is also mandated under Item 15, Section 12, Chapter 3 of Book V of Executive Order No. 292 to inspect and audit the personnel actions and programs of the departments, agencies, bureaus, offices, and local government units and other instrumentalities of the government including government-owned or controlled corporations with original charter;

WHEREAS, pursuant to its mandate, the CSC promulgated Resolution No. 1200241 dated 1 February 2012, adopting the guidelines to implement the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM);

WHEREAS, the PRIME-HRM is recognized as a pivotal tool in implementing the strategy *"Practice Good Governance and Improve Bureaucratic Efficiency"* outlined in Outcome 4 of the Philippine Development Plan 2023-2028, striving for competent, motivated, agile, and resilient public servants;

WHEREAS, the CSC acknowledges the need for widespread PRIME-HRM adoption and enhanced implementation in government agencies through innovative measures such as the accreditation of External Assessors and CSC Validators selected from the Human Resource Management Practitioners of agencies already conferred with at least the PRIME-HRM Bronze award and the Central Office technical staff respectively;

WHEREAS, it is crucial to leverage the expertise of accredited External Assessors and Validators in the pursuit of achieving PRIME-HRM maturity levels at par with global standards across government agencies; and


Bawat Kawani, Lingkod Bayani

WHEREAS, the development of comprehensive guidelines is essential to guide the CSC Central and Regional Offices on the procedures for the engagement of the pool of accredited Assessors and Validators in PRIME-HRM implementation.

WHEREFORE, the CSC **RESOLVES** to **ADOPT** the following **Guidelines on the Engagement of Accredited External Assessors and CSC Validators for the PRIME-HRM Implementation**.

I. RATIONALE

The PRIME-HRM, a developmental intervention program of the CSC that promotes people excellence for service excellence, has increasingly influenced a number of agencies to elevate their human resource maturity level (ML) from transactional to strategic level.

As of 20 December 2023, 671 (19.69%) out of 3,408 agencies have been conferred with the Bronze Award, no agency has yet been conferred with the Silver Award, and 1 agency (0.03%) has been conferred with the Gold Award since the implementation of the enhanced PRIME-HRM in 2016.

Cognizant of the role of the PRIME-HRM in the attainment of Outcome 4 under Chapter 14 of the Philippine Development Plan (PDP) 2023-2028, i.e., "*Competent, motivated, agile, and resilient public servants supported*," the CSC deems it necessary that there be an increase in the number of agencies elevating their maturity level both in HRM and in organizational development (OD) at par with global standards through PRIME-HRM.

As such, the CSC shall leverage on its institutional strengths and adopt methodologies to entice agencies to excel in HRM and OD through the engagement of accredited External Assessors and CSC Validators for PRIME-HRM implementation.

With the conferment of accreditation to forty-eight (48) External Assessors and eighteen (18) CSC Validators for PRIME-HRM implementation in FY 2023, it is imperative that guidelines on their engagement be established for guidance of all concerned officials and employees.

II. OBJECTIVES

General Objective:

To provide comprehensive guidance to both CSC Central and Regional Offices (COs/ROs) regarding the procedures for engaging accredited External Assessors and Validators in PRIME-HRM implementation, and to outline the strategies for providing capacity-building programs and initiatives tailored specifically for these accredited External Assessors and Validators.



Specific Objectives:

1. To strengthen the partnership of the CSC with other government agencies in the development and advancement of the level of maturity in terms of HRM and OD of agencies.
2. To design and deliver capacity-building programs and initiatives customized to the specific needs of accredited External Assessors and Validators, enhancing their proficiency in PRIME-HRM assessment and validation.
3. To establish a mechanism for continuous engagement, feedback, and improvement with accredited External Assessors and Validators involved in PRIME-HRM implementation.

III. SCOPE and COVERAGE

These Guidelines shall cover the engagement of accredited External Assessors in partnering with CSC ROs in PRIME-HRM assessments and accredited CSC Validators in reviewing PRIME-HRM Award recommendations from CSC ROs.

IV. DEFINITION OF TERMS

For purposes of these Guidelines, the terms hereunder shall be understood as follows:

1. **Accredited External Assessor** – refers to a Human Resource Management Practitioner of an agency conferred with at least the PRIME-HRM Bronze Award who has been conferred with the Accreditation as External Assessor for PRIME-HRM by the Commission.
2. **Accredited CSC Validator** – refers to a technical staff from the CSC CO who has been conferred with the Accreditation as CSC Validator for PRIME-HRM by the Commission.
3. **Engagement** – refers to the service provided by the accredited External Assessors and CSC Validators in the assessment of the PRIME-HRM ML or validation of recommendations for the PRIME-HRM award per agency, covering the period from the deployment by the CSC RO of the External Assessors or the assignment by the HRPSO of the CSC Validators until the submission of assessment results and reports, or validation results.
4. **Senior Assessor** – refers to the organic staff of the Policies and Systems Evaluation Division (PSED) in the CSC ROs, who shall partner with the External Assessor in assessing the agencies' HRM systems, practices, and HRMO competencies using the PRIME-HRM ML indicators.



- 5. **Senior Validator** – refers to the staff of the Human Resource Policies and Standards Office Audit and Position Classification and Compensation Division (HRPSO APCCD), who shall partner with the CSC Validators in validating the CSC ROs’ recommendations for PRIME-HRM Awards.

V. CAPACITY BUILDING AND ENGAGEMENT OF EXTERNAL ASSESSORS AND CSC VALIDATORS FRAMEWORK

The CSC ROs and HRPSO are encouraged to utilize the following capacity-building and engagement framework for External Assessors and CSC Validators. However, the determination of the suitable stage within the framework for engaging External Assessors and CSC Validators shall be at the discretion of the CSC ROs and HRPSO, guided by the results of the evaluation of the competencies of the assessors and Validators, respectively.

A. CAPACITY BUILDING AND ENGAGEMENT OF EXTERNAL ASSESSORS FRAMEWORK



PSED – Policies and Systems Evaluation Division
HR – Human Resource
RSP – Recruitment, Selection, and Placement
PM – Performance Management

1. Pre-work Stage: Review of Evidence Requirements and Documents

The initial stage equips the External Assessors with the necessary foundation for successful assessment. By reviewing the evidence requirements and documents submitted by the agency, they gain a comprehensive understanding of the information needed to objectively evaluate the agency’s HRM system. Additionally, identifying potential strengths and weaknesses in the agency’s documented practices allows them to prepare focused questions and gain further clarity.

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The recommended outputs deliverables of this stage include a completed checklist of reviewed documents, notes on observations from the document review, and any points for clarification during the assessment. This stage lays the groundwork for the External Assessor to effectively contribute to the subsequent stages.

2. Observer Role during Actual Assessment by the PSED

During this stage, the External Assessor acts as an observer during the actual conduct of the assessment by the Senior Assessor. The purpose of this stage is to provide firsthand experience of the assessment process in action, allowing them to witness the application of standards and techniques for conducting interviews and evaluating the practices in relation to the evidence requirements. Through observation and feedback from the Senior Assessor, the External Assessor can refine their own interviewing skills and develop a deeper understanding of the assessment methodologies and critical analysis of gathered information.

The recommended outputs of this stage include observation notes, reflections on the Senior Assessor's approach, and the areas identified for personal skill development in interviewing and assessment techniques.

3. Assessment of HR System of Agencies Recommended for Recognition

This stage involves the active participation of the External Assessor in the assessment process. They work collaboratively with the Senior Assessor to apply the PRIME-HRM framework and criteria to evaluate the agency's HR system. The purpose of this stage is to provide the External Assessor valuable practical experience in applying their knowledge and skills, while also contributing to the overall evaluation and recommendation for HR system recognition eligibility.

The recommended outputs of this stage include recommendations regarding recognition eligibility and documented learnings gained from the collaborative assessment process.

The Senior Assessor shall coach and mentor the External Assessor, as may be necessary, during this stage.

4. Assessment of RSP or PM System of Agencies Recommended for Accreditation Award

This stage involves two (2) HR systems assessments for each agency:

- a. The External Assessor will lead the assessment for one HR system.



- b. The Senior Assessor will lead the assessment for another HR system, with the External Assessor observing.

The recommended output of this stage includes an assessment result and report for the HR system assessed, with the External Assessor as the lead, highlighting strengths, areas for improvement, and recommendations.

The Senior Assessor shall coach and mentor the External Assessor, as may be necessary, during this stage.

5. Assessment of both RSP and PM Systems of Agencies Recommended for Accreditation Award

The External Assessor and the Senior Assessor will collaborate to assess agencies for Accreditation Award.

During this stage, the External Assessor shall be entitled to a nominal token of PHP3,000.00 per engagement upon submission of the assessment results, reports, and other supporting documents within seven (7) working days after the completion of PRIME-HRM assessment.

The assessment competency of the External Assessor shall be evaluated using the Evaluation Tool for the Accredited External Assessor for PRIME-HRM (Annex A).

The Senior Assessor shall coach and mentor the External Assessor, as may be necessary, during this stage.

6. Assessment of Agencies Recommended for Bronze/Silver/Gold Award

The External Assessor and the Senior Assessor will evaluate agencies for Bronze/Silver/Gold Awards, ensuring that the HR systems maturity is assessed comprehensively.

The External Assessor will initially assess agencies for the Bronze Award. To progress to assessing agencies for Silver and Gold Awards, the External Assessor must participate in capacity-building programs and learning interventions designed to build the necessary competencies for higher-level assessments. Once the HRPSO confirms their competency, they will then be authorized to assess agencies recommended for the Silver and Gold Awards. Furthermore, External Assessors cannot assess agencies with a recommended HR maturity level exceeding the level of the agency where they are currently appointed.

During this stage, the External Assessor shall be entitled to a nominal token of PHP3,000.00 per engagement upon submission of the assessment results,



reports, and other supporting documents within seven (7) working days after the completion of PRIME-HRM assessment.

The assessment competency of the External Assessor shall be evaluated using the Evaluation Tool for the Accredited External Assessor for PRIME-HRM (Annex A).

The Senior Assessor shall coach and mentor the External Assessor, as may be necessary, during this stage.

For Stages 1-4, the External Assessors are encouraged to submit the recommended outputs as mentioned. However, for Stages 5-7, the outputs shall be submitted within seven (7) working days after completing the PRIME-HRM assessment in order for the External Assessors to be eligible to receive the token.

B. CAPACITY BUILDING AND ENGAGEMENT OF CSC VALIDATORS FRAMEWORK



1. Validation of One (1) Core HR System

The CSC Validator will actively participate in the validation process, validating one (1) core HR system of an agency recommended for Award.

The recommended output of this stage includes validation result for the core HR system validated.

The Senior Validator shall coach and mentor the CSC Validator, as may be necessary, during this stage.

2. Validation of Recommendation for Accreditation Award

The CSC Validator will validate the agency's compliance with the requirements for Accreditation Award.

During this stage, the CSC Validator shall be entitled to a nominal token of PHP2,000.00 per engagement upon submission of the validation results within

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three (3) working days from receipt of the evidence requirements and other documentary requirements from the HRPSO.

The validation competency of the CSC Validator shall be evaluated using the Evaluation Tool for the Accredited CSC Validator for PRIME-HRM (Annex B).

The Senior Validator shall coach and mentor the CSC Validator, as may be necessary, during this stage.

3. Validation of Agencies Recommended for Bronze/Silver/Gold Award

The CSC Validator will validate the agency's compliance with the requirements for Bronze/Silver/Gold Award, ensuring that the HRM systems maturity is assessed comprehensively.

The CSC Validator will initially validate recommendation for the Bronze Award. To progress to evaluating agencies for Silver and Gold Awards, the CSC Validator must participate in capacity-building programs and learning interventions designed to build the necessary competencies for higher-level assessments. Once the HRPSO confirms their competency, they will then be authorized to validate agencies recommended for the Silver and Gold Awards.

During this stage, the CSC Validator shall be entitled to a nominal token of PHP2,000.00 per engagement upon submission of the validation results within three (3) working days from receipt of the evidence requirements and other documentary requirements from the HRPSO.

The validation competency of the CSC Validator shall be evaluated using the Evaluation Tool for the Accredited CSC Validator for PRIME-HRM (Annex B).

The Senior Validator shall coach and mentor the CSC Validator, as may be necessary, during this stage.

For Stage 1, the CSC Validators are encouraged to submit the recommended outputs as mentioned. However, for Stages 2-3, the outputs shall be submitted within three (3) working days from receipt of the evidence requirements and other documentary requirements from the HRPSO in order for the CSC Validators to be eligible to receive the token.

VI. GENERAL GUIDELINES IN THE ENGAGEMENT OF EXTERNAL ASSESSORS AND CSC VALIDATORS

The CSC COs, CSC ROs, and the HRPSO shall be guided by the following process for the engagement of accredited External Assessors and CSC Validators:



PARTICULAR	EXTERNAL ASSESSORS	CSC VALIDATORS
Deployment/ Engagement	The accredited External Assessors shall be deployed by the CSC ROs based on their Assessment Plan and these guidelines to assess agencies within their geographical region. However, they may also be deployed outside their designated region, when necessary.	The accredited CSC Validators shall be engaged by the HRPSO based on its Validation Plan and these guidelines to validate the recommendations of the CSC ROs for PRIME-HRM Awards.
Assignment	The accredited External Assessors shall be assigned: ✓ to assess agencies for conferment of up to Bronze award. They may be assigned to assess agencies for the Silver or Gold Award as authorized by the CSC Regional Director; ✓ to assess agencies that are not attached nor connected with the agency to which they are appointed to; and ✓ to assess agencies recommended for an ML that is not higher than the level of the agency where they are currently appointed. For the initial implementation of the project, the CSC ROs may prioritize deploying the accredited External Assessors in the assessment for at least Accreditation Award of agencies with accredited status under the Old PRIME-HRM Standards, and/or other determinants and existing data as may be deemed necessary to support government thrusts and initiatives.	The accredited CSC Validators shall be assigned: ✓ to validate the CSC RO recommendations for conferment up to Bronze award. They may be assigned to validate recommendation for the Silver or Gold Award as authorized by the HRPSO Director.
Method	The assessment shall be conducted virtually through the	The HRPSO shall provide the accredited CSC Validators with

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PARTICULAR	EXTERNAL ASSESSORS	CSC VALIDATORS
	use of available online platforms.	the evidence requirements and other documentary requirements of the agency for validation through the MS Teams or the PRIME-HRM Automated System.
Coordination with Head of Agency/Office	The CSC RO shall directly send a letter (Annex C) to or execute a Memorandum of Agreement (Annex D) with the Head of Agency of the accredited External Assessors when engaging their services.	The HRPSO shall, through a memorandum, inform the Head of Office about engaging the services of the accredited CSC Validators.
System	The Accredited External Assessors are tasked to perform specific assignments on agency assessments as outlined in the Assessment Plan prepared by the CSC ROs. The assessment process follows a buddy system, where the Accredited External Assessor is paired with a Senior Assessor who serves as a coach/mentor and guide throughout the assessment. Together, they form the PRIME-HRM Team responsible for the assessment.	The Accredited CSC Validators are tasked to validate recommendations based on the Validation Plan prepared by the HRPSO. The validation process follows a buddy system, where the Accredited CSC Validator is paired with a Senior Validator who serves as a coach/mentor and guide throughout the validation. The validation conducted by the Accredited CSC Validator regarding the CSC ROs' recommendations for the conferment of awards shall be reviewed by the Senior Validator.
Process	The accredited External Assessors shall assess the ML of HRM of the agencies assigned to them and submit the assessment results and reports within seven (7) working days after the completion of PRIME-HRM assessment, under the supervision of the CSC ROs, particularly the PSED. The accredited External Assessors shall be guided by the processes and procedures	The accredited CSC Validators shall validate the recommendations of the CSC ROs as assigned and submit to the HRPSO the validation results within three (3) working days from receipt of the evidence requirements and other documentary requirements from the HRPSO. The CSC Validators shall be guided by the processes and procedures provided in the

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PARTICULAR	EXTERNAL ASSESSORS	CSC VALIDATORS
	provided in the PRIME-HRM Guidebook/PRIMER.	PRIME-HRM Guidebook/PRIMER.
Number of Engagements	The engagement of the accredited External Assessors shall initially be limited to a maximum of two (2) assessments per year.	The engagement of the accredited CSC Validators shall initially be limited to a maximum of three (3) validations per year.
Fund Source	Expenses relative to the procurement of the tokens for the accredited External Assessors and CSC Validators shall be chargeable against the HRPSO Maintenance and Other Operating Expenses, subject to the usual accounting and auditing rules.	
Downloading of Funds	Based on the number of accredited External Assessors to be deployed per CSC RO, the amount needed for the engagement of the accredited External Assessors shall be downloaded to the CSC ROs during the first quarter of the fiscal year. The HRPSO and the Office for Financial and Asset Management (OFAM) shall facilitate the preparation of documents and processing of the downloading of funds to the CSC ROs. The amount to be downloaded to the CSC ROs shall only be used for the tokens for the engagement of accredited external assessors.	
Processing of Token	The CSC RO through the Management Services Division shall facilitate the processing of the token of the accredited External Assessors. Furthermore, they shall award the token to the accredited External Assessors upon submission of the assessment results, reports, and other supporting documents.	The HRPSO in collaboration with the OFAM shall facilitate the processing of the token of the accredited CSC Validators. Furthermore, the HRPSO shall award the token to the accredited CSC Validators after submission of the validation results, and other supporting documents.
Monitoring and	The CSC ROs shall monitor the performance of accredited	The HRPSO shall monitor the performance of the CSC

PARTICULAR	EXTERNAL ASSESSORS	CSC VALIDATORS
Evaluation of Performance	External Assessors and accomplish the Evaluation Tool for the Accredited External Assessor for PRIME-HRM (Annex A) upon submission of the assessment results and reports. Based on the results of the evaluation, the CSC ROs shall submit the accomplished PRIME-HRM Assessor's Capability Report Card (Annex E) to the HRPSO on the 7th working day of January of the succeeding year, which shall be the basis for the retention or revocation of the accreditation as External Assessor.	Validators for every engagement and accomplish the Evaluation Tool for the Accredited CSC Validator for PRIME-HRM (Annex B) upon submission of the validation results. Based on the results of the evaluation, the HRPSO shall accomplish the PRIME-HRM Validator's Capability Report Card (Annex G), which shall be the basis for the retention or revocation of the accreditation as CSC Validator.
Monitoring and Submission of Budget Utilization Report	The OFAM shall monitor the budget utilization relative to the implementation of this initiative. The OFAM shall submit to the HRPSO the budget utilization report relative to the implementation of this initiative not later than the 30th day of the ensuing year.	
Submission of Reports	The CSC ROs shall submit to the HRPSO an evaluation report (Annex F) relative to the implementation of this initiative in their respective jurisdictions and the assessment results and reports of the external assessor not later than the 7th working day of the ensuing year.	The HRPSO shall prepare an evaluation report on the engagement of CSC Validators not later than the 7th working day of the ensuing year.

VII. ROLES AND RESPONSIBILITIES OF THE PRIME-HRM EXTERNAL ASSESSORS AND CSC VALIDATORS

1. EXTERNAL ASSESSORS

The accredited External Assessors shall implement and adhere to the PRIME-HRM standards and procedures, particularly:

Accredited External Assessor	
Activity	Resources/Outputs
Reviews assessment process, tools and studies the profile and demographics of the agency	• Assessment Procedures • Agency profile and demographics

Accredited External Assessor	
Activity	Resources/Outputs
Ensures all assessment tools, materials, and assessment plan are available	• Assessment plan • Assessment Tools • Report templates
Conducts virtual briefing and meets with the agency HRMO and other designated staff	• Sample Opening Spiel
Conducts Virtual Assessment according to Assessment Plan (agency video briefing, documents review, interviews)	• Assessment Plan • Soft Copies of Documents for Review
Calibrates findings and prepares Assessment Report	• Assessment Tool • Initial Assessment Report Template
Conducts Assessment Presentation	• Assessment Report Slides
Coordinates with the CSC FO for further assistance, if warranted	• Assessment Report
Drafts Narrative Assessment Report	• Narrative Assessment Report Template
Submits Narrative Assessment Report and Recommendation Letter to the CSC RO Director for review through the PSED	• Narrative Assessment Report • Packaged Evidence Requirements • Agency Capability Evaluation Card (ACEC) • Assist/Action Plan • Recommendation Letter

2. CSC VALIDATORS

The accredited CSC Validators shall implement and adhere to the PRIME-HRM standards and procedures, particularly:

Accredited CSC Validator	
Activity	Resources/Outputs
Evaluates recommendation for award	• Guidepost template • Narrative Assessment Report • Packaged Evidence Requirements • ACEC



Accredited CSC Validator	
Activity	Resources/Outputs
	• Assist/Action Plan • Recommendation Letter
Submits the accomplished Guidepost and Resolution to HRPSO for review	• Accomplished Guidepost • Resolution

VIII. INCENTIVES FOR THE ACCREDITED EXTERNAL ASSESSORS AND CSC VALIDATORS

The accredited External Assessors and CSC Validators shall receive the following incentives:

INCENTIVES	EXTERNAL ASSESSORS	CSC VALIDATORS
Nominal token per engagement	✓ PHP3,000.00*	✓ PHP2,000.00*
Free registration fee to the CSC’s Public Sector HR Symposium for the year of conferment of the accreditation certificate	✓	x
Recognition and conferment of accreditation certificate through a ceremonial activity	✓ during the Public Sector HR symposium	✓ during the One CSC Flag Ceremony
Free registration fee to one (1) CSI virtual training of the accredited External Assessor’s/CSC Validator’s choice, which shall be valid for two (2) years reckoned from the year he/she was accredited.	✓	✓
Invitation, which may include the agency head, to consultative sessions on policy formulation/ review by the HRPSO.	✓	x
Membership to the community of subject matter experts (SME)s of the CSI who can be tapped as SME in CSI programs	✓	x

**The Commission and the HRPSO shall conduct a periodic review of the worth of the token, and, if warranted, recommend the necessary increase in the amount.*

IX. MONITORING AND EVALUATION

The HRPSO, in collaboration with all the stakeholders, shall take the lead in the performance monitoring and evaluation of the PRIME-HRM accredited External Assessors and CSC Validators at the end of each assessment and validation to ensure adherence to the PRIME-HRM assessment and validation standards and procedures, and assigned outputs and/or targets.

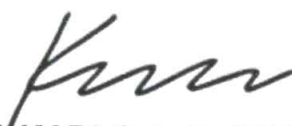


The HRPSO shall prepare the Report on the Evaluation of the Engagement of Accredited External Assessors and CSC Validators for submission to the Commission not later than 15th of February of the ensuing year.

X. EFFECTIVITY

This Resolution shall take effect immediately upon approval.

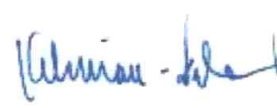
Quezon City.


ATTY. KARLO A. B. NOGRALES
Chairperson


ATTY. AILEEN LOURDES A. LIZADA
Commissioner


ATTY. RYAN ALVIN R. ACOSTA
Commissioner

Attested By:


Digitally signed by KATHERINE
LIMARE-DELMORO
Date: 2024.05.06 14:21:51
+08'00'
KATHERINE LIMARE-DELMORO
Director IV
Commission Secretariat and Liaison Office