



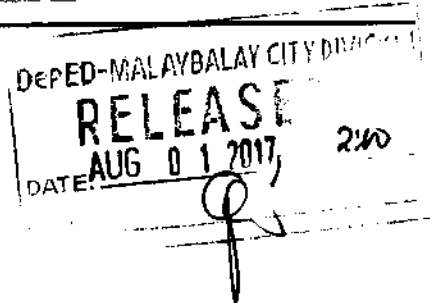
Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF MALAYBALAY CITY

Sayre Highway, Purok 6, Casisang, Malaybalay City
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DIVISION MEMORANDUM

No. 368 s. 2017



TO : Chief Education Supervisor & Staff, CID and SGOD
Public Schools District Supervisors
School Heads (Elem. & Secondary)
Section/Unit Heads and Staff
All Others Concerned

FROM :  **EDILBERTO L. OPLENARIA, LPT, CESO VI**
Schools Division Superintendent *ET*

DATE : July 31, 2017

RE : COMPARATIVE ASSESSMENT FOR SCHOOL PRINCIPAL POSITIONS

1. This is to inform the field that the Comparative Assessment for School Principal Positions are now open to all qualified applicants/candidates. Interested applicants should meet the herein qualification standards as embodied in DepED Order No. 39, s. 2007 and DepED Order No. 42, s. 2007 to wit:

Position	Education	Experience	Training	Eligibility
School Principal II (Elem.) (SG 20)	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units + 6 units of Management	1 year as Principal	40 hours of relevant training	RA 1080 (teacher)
School Principal II (SHS) (SG 20)	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units + 6 units of Management	1 year as Principal	40 hours of relevant training	RA 1080 (teacher)
School Principal I (JHS) (SG 19)	Bachelor of Secondary Education or Bachelor's degree with 18 Professional Units in Education	5 years in the aggregate as Head Teacher, Teacher-in-Charge, Master Teacher and Teacher III	40 hours of relevant training	RA 1080 (Teacher) Principal Test Passer

2. Qualified applicants are required to submit their letter of intent together with the support documents as enumerated below:

- CSC Form 212 (revised 2017);
- Transcript of Records;



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- Eligibility – PRC Rating and unexpired License;
 - Performance Rating for the last three (3) years (numerical rating);
 - Updated Service Record;
 - Certificate/s of Outstanding/Meritorious Accomplishment;
 - Outstanding Employee Award;
 - Innovations (Conceptualized an innovative work plan and properly documented and approved by immediate chief and attested by authorized regional/division official;
 - Research and Development Projects;
 - Publication/Authorship;
 - Consultancy/Resource Speakership;
 - Education and Training
 - Certificates of trainings attended not credited during the last promotion;
 - Chairmanship/Co-chairmanship of a technical / planning committee.
3. All documents submitted shall be duly authenticated by the Administrative Officer IV-Records, Florabelle R. Porras. Deadline for submission of application is on or before **August 7, 2017**. For inquiry, please see Guida Ma. G. Gamutin Personnel Unit.
4. The schedule of screening and interview will be announced later.
5. Immediate and wide dissemination of this memorandum is desired.

Copy furnished:

Records Unit
Personnel Unit

TO BE POSTED ON THE WEBSITE