



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



2d8 - RM - 165

DEPED-4A-RM-06-18- 152

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS

FROM : **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT : REGIONAL SCREENING, RECRUITMENT AND SELECTION OF ASSESSORS
FOR THE ASSESSORS' POOL DEVELOPMENT

DATE : March 5, 2018

To all School Heads,
FYI!
[Signature]

1. Per DM-CI-2017-00468 on the Screening, Recruitment and Selection of Assessors for the Assessors' Pool Development this Office announces the Regional Search for the Screening, Recruitment and Selection of Assessors for the Assessors' Pool Development which will be held on March 9, 2018 - 8:00 AM at DepEd Regional Office Conference Hall, Gate 2 Karangalan Village, Cainta, Rizal.
2. The activity aims to identify participants to the National Assessors Pool Development Capacity Building on March 19-30, 2018 at the venue which will be determined later. The following are the qualifications of participants:
 - a. non-school based personnel, SG-16 or above;
 - b. tasked to evaluate the QATAME associates, Learning and Development compliance, facilitates operations and non-DepEd learning service providers; and
 - c. had undergone facilitation skills training.
3. The entry level requirements are the following which will be pre-selected and evaluated by the SDO's Quality Management Teams:
 - a. Letter of intent;
 - b. Modified PDS Form attached in this Memorandum;
 - c. Indorsement from the SDS; and
 - d. OPCRF/IPCRF Rating for the last 2 rating periods.
4. The top 5 qualifiers shall undergo Regional Recruitment and Selection process on the date and venue indicated above.
5. Transportation expenses of participants and Regional Quality Management Team (RQMT) relative to this activity shall be charged against local funds subject to usual COA rules and regulations. Please see attached list of RQMT.
6. Immediate dissemination of this Memorandum is earnestly desired.



REGIONAL QUALITY MANAGEMENT TEAM

NAME	POSITION	DIVISION
LUZ E. OSMENA	Chief, Educ. Prog. Supervisor	RO - HRDD
VIERNALYN M. NAMA	Education Program Supervisor	RO - HRDD
JISELA N. ULPINA	Education Program Supervisor	RO - HRDD
NADINA G. GATON	Education Program Supervisor	RO - HRDD
ELINO GARCIA	Education Program Supervisor	RO - QAD
EDWARD GARCIA	Education Program Supervisor	SDO - BINAN
LERMA L. FLANDEZ	Education Program Supervisor	SDO - RIZAL
MARIGEN N. LEOSALA	Education Program Supervisor	SDO - STA ROSA
CHRISTINA C. SALAZAR	Education Program Supervisor	SDO - ANTIPOLO
RONALD G. RAMILO	Education Program Supervisor	SDO - TANAUAN

SCHEDULE OF INTERVIEW

March 9, 2018

TIME	SDO
9:00 - 10:00	Antipolo City, Rizal, and Santa Rosa City
10:00 - 11:00	Bacoor City, Binan City and Cabuyao City
11:00 - 12:00	Cavite Province, Batangas City, and Imus City
1:00 - 2:00	Batangas Province and Dasmariñas City
2:00 - 3:00	Laguna, Calamba City, and Cavite City
3:00 - 4:00	San Pablo City, Quezon and Lucena City
4:00 - 5:00	Tanauan City, Tayabas City, and Lipa City



DEPARTMENT OF EDUCATION
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:

Approved Lorna A. A.
LORNA DIG-DINO, PhD

Undersecretary, Curriculum and Instruction

FROM:

John
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.

ma'am Vice,

Pls. take charge.

Thanks.

JS

Appropriate action pl. Acup.



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DepEd Complex, Meralco Avenue, Pasig City, Philippines

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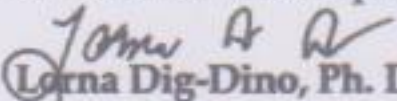


Undersecretary for Curriculum and Instruction

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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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			
SEX	<input type="checkbox"/> Male <input type="checkbox"/> Female	RESIDENTIAL ADDRESS	
CIVIL STATUS	<input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____	ZIP CODE	
		TELEPHONE NO.	
		PERMANENT ADDRESS	
CITIZENSHIP		ZIP CODE	
HEIGHT (in)		DIACLECTS SPOKEN	
WEIGHT (kg)		TELEPHONE NO.	
BLOOD TYPE		E-MAIL ADDRESS (if any)	
GSIS ID NO.		CELLPHONE NO. (if any)	
PAG-IBIG ID NO.		AGENCY EMPLOYEE NO.	
PHILHEALTH NO.		TIN	
SSS NO.			

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	GOVT 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)	

• <i>Interacts positively with people</i>												
1. OBSERVANT												
• <i>Practices mindfulness of surroundings and persons</i>												
• <i>Notices non-verbal communications</i>												
3. OBJECTIVE												
• <i>Pays attention to details</i>												
• <i>Attends to social behavior and environment</i>												
• <i>Shows unbiased perspectives</i>												
5. SELF-MANAGING/SELF-RELIANT												
• <i>Sets doable goals</i>												
• <i>Capitalizes own capabilities and resources</i>												
• <i>Accepts accountability and responsibility</i>												
7. PERCEPTIVE												
• <i>Views things clearly</i>												

 interviewer's signature over printed name