



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Cebu Province

Office of the Schools Division
Superintendent

December 5, 2023

DIVISION MEMORANDUM

No. 538, s. 2023

**RANKING FOR THE POSITION OF PUBLIC SCHOOLS DISTRICT
SUPERVISOR/S (PSDS) FOR CALENDAR YEAR 2024**

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Public Schools District Supervisors/District-in-Charge
Elementary/Secondary School Heads
All Others Concerned

1. The Office hereby informs the field of the submission of application documents for the position of Public Schools District Supervisor/s (SG 22) for the **Calendar Year (CY) 2024**.

2. All interested applicants whether internal or external to DepEd, shall submit the following documentary requirements to the HR Unit/Section **on or before December 11, 2023 (Monday, until 4:00 PM** only on the last day of submission):

- a) Letter of intent addressed to the Schools Division Superintendent;
- b) Duly accomplished PDS (CS Form No. 212, Revised 2017) with Work Experience Sheet;
- c) Certified true copy of valid and updated PRC ID/License (RA 1080-Teacher);
- d) Certified true copy of eligibility/**board rating**;
- e) **Certified true copy of scholastic/academic records such as but not limited to Transcript of Records (TOR) and diploma, including completion of graduate or post-graduate units/degrees; Transcript of Records (TOR) must be certified, authenticated and validated (CAV) by the Commission of Higher Education (CHED) for graduates from private colleges or universities; by the Administrative Officer of the state colleges and universities for those graduates from these SUCs; Transcript of Records of applicants with Juris Doctor (JD) or LLB degree must be certified, authenticated and validated by the Legal Education Board (this is done to prevent the scenario of promoting applicants who graduated their master's or doctoral degrees from unrecognized or bogus higher education institutions);**
- f) Certified true copies of certificates of **relevant** training attended pertaining to management, leadership, and/or instructional supervision taken/attended in the **last five (5) years reckoned from the date/deadline of submission and dated after the last promotion (of the applicant)**;
- g) Certified true copies of Certificate of Employment, Contract of Service, or duly signed Service Record;



Address: DepEd Cebu Province, IPHO Bldg., Sudlon, Lahug, Cebu City
Telephone Nos.: 032-2556405
Email Address: cebu.province@deped.gov.ph

h) Certified true copy of the **latest appointment duly attested** by the Civil Service Commission;

i) Certified true copy of the Performance Rating in the last rating cycle/period covering **one calendar year or one school year performance** in the current or latest position (promotion) prior to the deadline of submission; however, **the performance rating prior to the reclassification of the position shall be considered as performance rating for purposes of promotion of an applicant with less than one (1) year complete performance in a reclassified position (Item 38, 2nd paragraph of DO No. 19, s. 2022);**

j) Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and **Data Privacy Consent Form** pursuant to RA No. 10173 (Data Privacy Act of 2012), using the attached form, notarized by an authorized official; and

k) Photocopy of NBI clearance and PSA/NSO/Birth and/or Marriage Certificate (for female applicants) must also be submitted; PRC ID, and Board Rating results shall be certified by the issuing agency; other documents may be certified by the PSDS or any notary public.

3. Applicants shall submit one (1) folder containing all the documents mentioned above to the Division HR Unit with proper tabbing, however, original documents must be presented during the interview.

4. Applicants will be assessed using **DO No. 19, s. 2022 (DepEd New Merit Selection Plan)** and **DO No. 007, s. 2023 re: Guidelines on Recruitment, Selection, and Appointment in the Department of Education.** Please refer to the attachments or enclosures. All concerned are advised to download the above-cited memos at www.deped.gov.ph.

5. The point system for Comparative Assessment for the PSDS position (related teaching/SG 22) is indicated below:

| Criteria | Maximum Points Possible |
|--|-------------------------|
| a) Education | 10 |
| b) Training | 10 |
| c) Experience | 10 |
| d) Performance | 20 |
| e) Outstanding Accomplishments | 5 |
| f) Application of Education | 15 |
| g) Application of Learning & Development (L&D) | 10 |
| h) Potential (Written Test= 5 pts.; Work Sample Test=10 pts.; Interview = 5 pts.) | 20 |
| TOTAL | 100 |

6. Individuals who fail to submit mandatory documentary requirements on the set deadline shall not be included in the pool of official applicants. **No further documents shall be accepted after the deadline.**

7. The applicant assumes full responsibility and accountability for the authenticity and veracity of the documents submitted, as evidenced by the Omnibus Sworn Statement duly signed by the applicant. **Any false and fraudulent documents submitted shall be grounds for disqualification.**

8. DepEd Order No. 26, s. 2016 dated 02 May 2016 RE: REVISED QUALIFICATION STANDARDS FOR PUBLIC SCHOOLS DISTRICT SUPERVISOR and CSC Resolution No. 1600324 dated 29 March 2016 shall be the bases in evaluating or assessing the qualifications of the applicants, specifically stating the revised qualifications standards, as follows:

Education: Master's degree in Education or other relevant Master's degree;
Experience: Five (5) years of cumulative experience in instructional supervision and school management;
Training: Sixteen (16) hours of relevant training;
Eligibility: Republic Act (RA) 1080 (Teacher).

The Second Paragraph of Executive Order No. 174 dated 23 June 2022 (Establishing the Career Progression System for Public School Teachers) clearly stipulated: **"Both the Master Teachers and School Principals may be considered for promotion to the next higher positions in the service** (bold characters/quotation marks supplied).

9. Page 3 (portions) of CSC Resolution No. 1600324 dated 29 March 2016 amending the previous PSDS qualification standards is hereby quoted for better understanding of all concerned especially those who are not familiar with the modified PSDS QS or for those who are still adhering and/or believing to the old qualification standards (to quote):

"Further evaluation of the above proposed QS for the PSDS position shows that the experience requirement is based on the cumulative experience gained in holding position titles at public schools. This is consistent with the ladderized career progression of teaching personnel adopted by the Department. However, **the proposed experience requirement limits the recruitment within the Department and precludes those coming from the private schools who may have similar work experience but do not necessarily have the same position titles. In effect, it impedes the competition for said career position that should be open for those inside and outside the service**" (bold characters/quotation marks supplied).

"Given the foregoing, the Commission deemed it essential that the proposed experience requirement for the PSDS position **be modified to specifically state the nature of work experience predictive of able performance of the duties and responsibilities of the position (e.g. 5 years cumulative experience in curricula supervision, school administration and/or instruction advice/support).** Thus, in a letter dated January 11, 2016 Undersecretary Rivera acceded and proposed the revised experience requirement for the subject position to read as "5 years cumulative experience in instructional supervision and school management" (bold characters/quotation marks supplied).

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10. Individuals or applicants who failed to submit complete mandatory documents as herein mentioned on the set deadline indicated in this memo shall not be included in the pool of official applicants. **No additional documents shall be accepted after the set deadline, as indicated in this memorandum.**

11. The indicative timeline of the PSDS recruitment process/es is hereby indicated:

| Activities | Persons Responsible | Timeline/ Dates | Remarks |
|---|-------------------------------|--|--|
| Posting or uploading of the Memo at the Division website | ICT Unit | December 5, 2023/Thurs. | 1 day |
| -Submission of application documents at HR Unit and giving of application number/codes; | HRMPSB, HR Unit/Secretariat | Dec. 6-11, 2023 (Wed-Mon) | 6 calendar days (last day of submission is at 4:00 PM on Dec. 11, 2023); Application documents shall be directly submitted to the Office of the HRMPSB Chair during a holiday, Saturday or Sunday. |
| -Evaluation or Assessment of the documents/folders submitted by the applicants; posting of the initial list of qualified applicants at the HRMPSB bulletin board or Division website | HRMPSB Members | Dec. 12-16, 2023 (Tues-Sat) | 5 calendar days |
| -Conduct of Written Exams, Work Sample Tests, and Interview | HRMPSB, Secretariat | Dec. 18-19, 2023 (Mon-Tue) | 2 days |
| -Consolidation of Results | HRMPSB, Secretariat | Dec. 21, 2023 | 1 day |
| -Posting of the tentative results or rank list | HRMPSB, Secretariat, ICT Unit | Dec. 22, 2023 (Friday) | Request for corrections of the tentative rank list shall be submitted at HR Unit until Dec. 27, 2023 only (Wed.) |
| -Implementation of the PSDS rank list | HRMPSB/SDS Office | Dec. 28, 2023 to Jan.-Dec. 2024 | After observing the 5-day posting period as per DO No. 007, s. 2023 (Item/Par. 34) |

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12. Application of Education and Application of Learning & Development (L&D) shall comply with and follow the standards, concepts, principles, and contents stipulated in (as applicable):

-**DO No. 42, s. 2017** -National Adoption and Implementation of the Philippine Professional Standards for Teachers;

-**DO No. 24, s. 2022** -National Adoption and Implementation of the Philippine Professional Standards for School Heads; and

-**DO No. 25, s. 2022** -National Adoption and Implementation of the Philippine Professional Standards for Supervisors.

13. DO No. 44, s. 2023 -Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines Core Programs, **must be followed as regards the format, templates, and other variables or indicators in the preparation/writing of the Application of Education, Application of L & D, and must be duly approved by the approving authorities** based on the **RPMS ratee-rater agreement**.

14. The Application of Education and Application of Learning & Development (L&D) must be supported by means of verification (MOVs) such as: Detailed Professional Development Program Design, Target Participants/Learners Profile, Monitoring and Evaluation Plan, Resource Speakers' Profile Sheet/Subject Matter Expert, Workplace Application Plan (WAP), Sample Session Guide and Slide Deck/PowerPoint Presentation, Sample Completed Program Design Quality Standards Checklist (filled up by the participants/learners), Filled Up PD Program Documentation Form (filled up by the learners or documenter), Sample Filled Up Evaluation Tool, PD Program Completion Report (duly signed by appropriate approving authorities), Filled Up Inception Plan and the Over-all Evaluation Report (after the completion/implementation of the program).

15. Documents for Application of Education, and Application of L&D from the field must be reviewed and signed by the SEPS for L&D at SGOD, MR. LOUIE G. MONTEROSO before submission for approval to the ASDS/SDS or appropriate approving authorities. **Documents submitted without approval or signatures will not be given any points.**

16. The following HRMPSTB Members (for related teaching positions) are hereby directed to be present at the Division Conference Hall on the dates as indicated above:

-**DR. MARY ANN P. FLORES**, CID Chief/Member;

-**DR. GLADYS S. BALAGTAS**, OIC SGOD Chief/Member;

-**DR. MINERVA A. ZOZOBRAO**, President-PSDS Association/Member;

-**MR. JEREMY C. DENAMPO**, AO V/Member; and

-**MS. MONINA SARAH M. POMAREJOS**, HRMO II/Member.

17. Members of the HRMPSTB/HR Unit/Secretariat shall be given Compensatory Time-Off (CTO) or leave credits whatever is applicable for the work or services rendered on or during Saturdays or holidays.

18. Those applicants who were listed in the previous PSDS Rank List (CY 2023) may request for the retention of their scores or ratings provided that **there will be no submission of additional documents; the applicant did not apply for reclassification or applicant was not recently promoted to Principal 2 to 4 positions (needs 12 months before one can apply for another promotion).**

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19. RA No. 2260 (An Act to Amend and Revise the Laws Relative to Philippine Civil Service) defines nepotism (to quote):

"Section 30. Nepotism. (a) All appointments in the national, provincial, city, and municipal governments or in any branch or instrumentality thereof, including government-owned or non-competitive service, made in favor of a **relative** of the appointing or recommending authority, or of the chief of the bureau or office, or of the persons exercising immediate supervision over him, are hereby prohibited" *(bold characters/quotation marks supplied).*

As used in this section, the word **"relative"** and members of the family referred to are those related within the third degree either of consanguinity or affinity.

"(b) The following are exempted from the operation, or the rules on nepotism: (1) a person employed in a confidential capacity, **(2) teachers**, (3) physicians, and (4) members of the Armed Forces of the Philippines: Provided, however, That in each particular instance, full report of such appointment shall be made to the Commissioner of Civil Service" *(bold characters/quotation marks supplied).*

20. As per **RA 4670 (Magna Carta for Public School Teachers)**, "As used in this Act, the term **"teacher"** shall mean all persons engaged in classroom teaching, in any level of instruction, on full-time basis, including guidance counselors, school librarians, industrial arts or vocational instructors, and **all other persons performing supervisory and/or administrative functions in all schools, colleges and universities operated by the Government or its political subdivisions**; but shall not include school nurses, school physicians, school dentists and other school employees" *(bold characters/quotation marks supplied).*

21. For the Calendar Year 2024 PSDS ranking, the HRMPSB will categorize the applicants or rank list as follows:

Category A – Those applicants with **direct relevant experience** as PSDS or currently managing schools district/s as **officer-in-charge or district caretaker**; and


Category B – Those applicants with **indirect relevant experience** by having at least five (5) years of experience in instructional supervision and/or school management.

22. Traveling, accommodation, per diem, and other related/incidental expenses incurred by the members of HRMPSB or other sub-committee members who need to travel from the districts or schools shall be charged to the school's/Division's MOOE or other local funds available subject to its availability and the usual accounting and auditing rules or regulations.

23. This Memorandum serves as **"Authority to Travel"** for those involved in this activity or undertaking. Please see the attachments/enclosures for further details.

24. Wide dissemination of and **strict compliance with this Memorandum** is hereby directed.


SENEN PRISCOLO P. PAULIN CESO V

 Schools Division Superintendent

sds/asds/vay/2023



Address: IPHO Building, Sudlon, Lahug, Cebu City
Tel. No.: (032) 255-6405; Email Ad.: cebu.province@deped.gov.ph



Enclosure # 1

Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Cebu Province

Human Resource Merit Promotion & Selection Board (HRMPSB)

DATA PRIVACY CONSENT FORM

We at the HRMPSB are committed to provide you with services that are compliant to the Data Privacy Act (RA 10173) including its IRR as well as the other guidelines and issuances by the National Data Privacy Commission (NPC).

Processing of Personal Data:

The personal information being collected which may include your name, contact numbers, email address, home and office address, photos, birthdate, and the like, may be used for (1) ranking purposes only; (2) monitoring the update of your application; (3) sending notifications/updates; and (4) other similar activities, in connection to your application for employment or promotion. Said information will only be used for activities related to recruitment, selection, and appointment and will not be shared by other agencies. For posting on the agency website, **only the names will be indicated** (birthdate/s, and contact numbers will not be included), **if an employee/applicant provides written objection to the posting of names on the website or agency's bulletin board, numeric or alphabetic coding may be resorted to.** Information may be used further by the agency for research and for statistical purposes only.

Data Protection:

We shall implement reasonable and appropriate organizational, physical, and technical security measures for the protection of the personal information which we collected. Only authorized personnel (HR Unit) are permitted and have access to the collected information and will treat any confidential information under strict confidentiality. In case of a breach, HRMPB shall notify you and inform the National Privacy Commission (NPC) in accordance with NPC Circular 16-03 or Personal Data Breach Management. Personal information collected is stored and later disposed of via shredding and permanently deleted in our electronic files in accordance with R.A. No. 9470 otherwise known as National Archives of the Philippines Act of 2007.

Rights of the Data Subject:

As the Data Subject, you have the right to be informed of the personal information being collected, processed, and stored by HRMPB as well as to access, object, rectify, and block the same. For questions or concerns, you may contact the HR Unit for further details.

I have read this form, understood its contents, and consent to my personal data. I understand that my consent does not preclude the existence of other criteria for the lawful processing of personal data and does not waive any of my rights under the Data Privacy Act of 2012 and other applicable laws.

(Signature over Printed Name)

Applicant

2022/05/03/0022



Address: DepEd Cebu Province, IPHO Bldg., Sudlon, Lahug, Cebu City
Telephone Nos.: 032-2556405
Email Address: cebu.province@deped.gov.ph

Enclosure # 2



Republic of the Philippines
Department of Education

02 MAY 2016

DepEd ORDER
No. **26** s. 2016

**REVISED QUALIFICATION STANDARDS (QS) FOR THE POSITION
OF PUBLIC SCHOOLS DISTRICT SUPERVISOR**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary Schools Heads
All Others Concerned

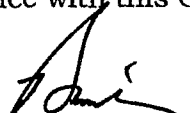
1. The Civil Service Commission (CSC) has approved the Qualification Standards (QS) for the position of Public Schools District Supervisor (Salary Grade 22) in the Department of Education (DepEd) based on the Resolution No. 1600324 dated March 29, 2016 as follows:

Education : Master's Degree in Education or other relevant
Master's Degree;
Experience : Five years cumulative experience in instructional
supervision and school management;
Training : Sixteen hours of relevant training; and
Eligibility : Republic Act No. 1080 (Teacher)

2. The modification to the existing QS for the abovementioned position is anchored on the functions of the position pursuant to RA 9155, otherwise known as *Governance of Basic Education Act of 2001* and the approved Rationalization Plan of the Department.

3. Subsequent appointees to said position should meet the requirements stated in the enclosed newly approved QS, subject to the guidelines on the appointment and promotion of other teaching, related teaching, and non-teaching positions.

4. Immediate dissemination of and strict compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary

Encl.: As stated

Reference: N o n e

To be indicated in the Perpetual Index under the following subjects:

| | |
|-------------|-----------------------------------|
| APPOINTMENT | POLICY |
| CHANGE | QUALIFICATIONS |
| OFFICIALS | STRAND: Governance and Operations |
| PROMOTION | |



QUALIFICATION STANDARDS

Re: Amended; Public Schools District Supervisor
Position, Department of Education

X-----X

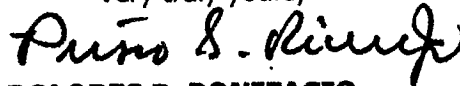
NOTICE OF RESOLUTION

Sir/Madam:

The Commission promulgated on **March 29, 2016 Resolution No. 1600324** on the above-cited matter, copy attached. Its original is on file with this Commission.

March 30, 2016.

Very truly yours,


DOLORES B. BONIFACIO
Director IV
Commission Secretariat and Liaison Office

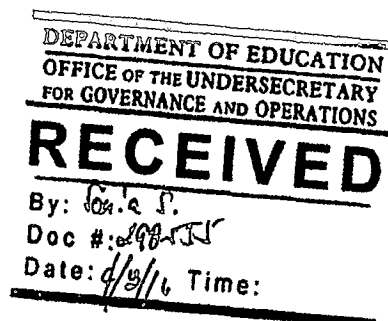
Copy furnished:

Undersecretary Rizalino D. Rivera
Department of Education
DepEd Complex, Meralco Avenue
1600 Pasig City

Director II Dick N. Echavez
Civil Service Commission Field Office – Makati
7/f Building 2, Makati City Hall
Poblacion
1200 Makati City

Director IV Judith D. Chicano
Civil Service Commission - National Capital Region
No. 25 Kaliraya St., Banawe
1100 Quezon City

cslg/SSD/SRP/vcc



In a Race to Serve: Responsive, Accessible, Courteous and Effective Public Service



QUALIFICATION STANDARDS

Re: Amendment; Public Schools District Supervisor
Position, Department of Education

Number: 1600324

Promulgated: 29 MAR 2015

X-----X

RESOLUTION

Rizalino D. Rivera, Undersecretary, Department of Education (DepEd) submitted to the Commission for approval the following amended Qualification Standards (QS) for the Public Schools District Supervisor (PSDS) position in the DepEd:

| Position Title | SG | Education | Experience | Training | Eligibility |
|------------------------------------|----|--|--|-------------------------------|-------------------------|
| Public Schools District Supervisor | 22 | Master's degree in Education or other relevant master's degree | 5 years cumulative experience as Master Teacher, Head Teacher or Principal | 16 hours of relevant training | RA 1080 (Teacher)/ PBET |

In his letter request dated 10 June 2015, Undersecretary Rivera mentioned that PSDS, a unique position in the DepEd, has QS approved by then CSC-NCR Director Nelson L. Acebedo on 19 June 1996 where the minimum qualification requirements are the following:

Education : Master's in Education or its equivalent
Experience : Two (2) years as Elementary School Principal III or
Four (4) years as Elementary School Principal II
Training : 16 hours of relevant training
Eligibility : PBET; Teacher

Moreover, Undersecretary Rivera underscored that DepEd "is currently implementing the Rationalization Program which was approved by the Department of Budget and Management in November 2013. xxx In the rationalized structure, the Schools Division Office will have two (2) functional divisions, Curriculum Implementation Division (CID) and the School Governance and Operations Division (SGOD). The PSDS will be part of the CID."

Under the 1997 Revised Qualification Standards Manual, the PSDS position is further classified into three (3) types which have the following QS:

| Position Title | SG | Education | Experience | Training | Eligibility |
|--|----|---|--------------------------------|------------------------------|------------------------|
| Public Schools District Supervisor - (Elementary Grades) | 19 | Bachelor's degree in Elementary Education (BSEED) or its equivalent | 2 years of relevant experience | 8 hours of relevant training | PBET/ Teacher/ RA 1080 |

Continued Copy:

In a R. A. C. E. to Serve: Responsive, Accessible, Courteous and

SEYMOUR B. PAJARES
Chief Personnel Specialist

| Position Title | SG | Education | Experience | Training | Eligibility |
|---|----|---|--------------------------------|------------------------------|------------------------|
| Public Schools District Supervisor - (Secondary Grades) | 19 | Bachelor's degree in education or its equivalent with a major and minor, or Bachelor's degree in Arts and Sciences with at least ten (10) units in professional education | 2 years of relevant experience | 8 hours of relevant training | PBET/ Teacher/ RA 1080 |
| Public Schools District Supervisor - (Vocational and Two Years Technical Courses) | 19 | Bachelor's degree in the field of specialization or its equivalent with at least eighteen (18) units in professional education | 2 years of relevant experience | 8 hours of relevant training | PBET/ Teacher/ RA 1080 |

Under DBM-DepEd Joint Circular No. 1, s. 2003 dated November 3, 2003, there was a two-stage salary grade adjustment for PSDS, Education Supervisor I and II positions. Thus, the PSDS position was upgraded from SG-19 to SG-20 in July 2003 and SG-21 in July 2004. Under National Budget Circular No. 521 dated July 1, 2009, the PSDS position was reallocated from SG-21 to SG-22.

Item D (Schools District Level), Section 7 (Power, Duties and Functions) Chapter I (Governance of Basic Education) of RA No. 9155, which is also known as "Governance of Basic Education Act of 2011", provides for the following duties and responsibilities of the PSDS:

"The schools district supervisor shall be responsible for:

- (1) Providing professional and instructional advice and support to the school heads and teachers/facilitators of schools and learning centers in the district or cluster thereof;*
- (2) Curricula supervision; and*
- (3) Performing such other functions as may be assigned by proper authorities."*

Moreover, Item C (5) Division Level of the same law states that district supervisors are considered subject area specialists, to wit:

"(5) Ensuring compliance of quality standards for basic education programs and for this purpose strengthening the role of division supervisors as subject area specialists;"

Undersecretary Rivera further added that *"the PSDS shall be assisting the SGOD in supporting the schools and learning center to provide the conducive learning environment for all types of learners."*

Certified True Copy

SEYMOUR R. PAJARES

Chief Personnel Specialist
Commission Secretariat & Liaison Office

The Position and Competency Profile of the PSDS which is provided by the DepEd states that the PSDS position *"is responsible for providing relevant and timely service to schools and learning centers through:*

- *"the conduct of instructional supervision;*
- *"provision of technical assistance in school management and curriculum implementation;*
- *"establishing a conducive physical environment for learners and school workers;*
- *"sustaining strong and harmonious partnerships and collaboration among stakeholders."*

While the Commission notes that the Administrative Code of 1987 provides that the education requirement for second level positions in the Career Service to be at least four (4) years of collegiate work, R.A. No. 9155 instructs as provided above that the PSDS be empowered as subject area specialists tasked to provide professional and instructional advice to school heads and teachers. In light of the foregoing, the Commission finds that a Master's Degree is warranted as minimum education requirement for the position.

In addition, **Section 22, Chapter 5, Title I-A, Book V of Executive Order No. 292** provides that:

- (2) The establishment, administration and maintenance of qualification standards shall be the responsibility of the department or agency, with the assistance and approval of the Civil Service Commission and in consultation with the Wage and Position Classification Office.
(underscoring supplied)

Paragraph 3, Item No. 2, Part I – General Policies of CSC Resolution No. 030962 dated September 12, 2003 provides that *"Agencies are encouraged to set specific or higher standards for their positions. These standards shall be submitted to the Commission for approval, and once approved, they shall be adopted by the Commission as qualification standards in the attestation of appointments of the agency concerned."*

Further evaluation of the above proposed QS for the PSDS position shows that the experience requirement is based on the cumulative experience gained in holding specific position titles in public schools. This is consistent with the ladderized career progression of teaching personnel adopted in the Department. However, the proposed experience requirement limits the recruitment within the Department and precludes those coming from private schools who may have similar work experience but do not necessarily have the same or similar position titles. In effect, it impedes the competition for said career position that should be open for those inside and outside the service.

Given the foregoing, the Commission deemed it essential that the proposed experience requirement for the PSDS position be modified to specifically state the nature of work experience predictive of able performance of the duties and responsibilities of the position (e.g. 5 years cumulative experience in curricula supervision, school administration and/or instruction advice/support). Thus, in a letter dated January 11, 2016, Undersecretary Rivera acceded and proposed the revised experience requirement for the subject position to read as "5 years cumulative experience in instructional supervision and school management."

It should be noted, however, that the amended QS for the PSDS position in the DepEd shall be applied to promotional or regular appointments to residual vacant PSDS positions after placement to comparable positions or after the implementation of the DBM-approved Rationalization Plan. This is consistent with the provisions of CSC MC No. 3, s. 2014

Excluded from Copy:

SEYMOUR E. PAJARES
Chief Personnel Specialist
Commission Secretariat & Liaison Office

(Clarification on the Guidelines on the Placement of Personnel Relative to the Implementation of Approved Rationalization Plans of Agencies.)

WHEREFORE, the Commission **RESOLVES** to **APPROVE** the following amended qualification standards for the Public Schools District Supervisor position in the Department of Education:

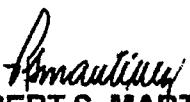
| Position Title | SG | Education | Experience | Training | Eligibility |
|------------------------------------|----|--|--|-------------------------------|-------------------|
| Public Schools District Supervisor | 22 | Master's degree in Education or other relevant Master's degree | 5 years cumulative experience in instructional supervision and school management | 16 hours of relevant training | RA 1080 (Teacher) |

The Commission **FURTHER RESOLVES** that the amended qualification standards shall be the bases of the Civil Service Commission in attesting appointments and in evaluating other personnel actions for the subject position in the Department of Education after the implementation of the DBM-approved Rationalization Plan.

Copies of this resolution shall be disseminated to the Civil Service Commission Regional and Field Offices concerned.

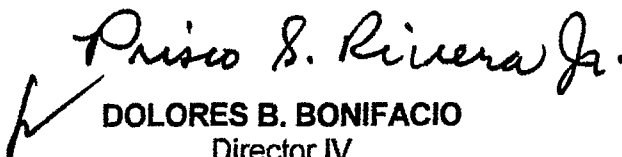
Quezon City.


ALICIA dela ROSA-BALA
Chairperson


ROBERT S. MARTINEZ
Commissioner


NIEVES L. OSORIO
Commissioner

Attested By:


DOLORES B. BONIFACIO
Director IV
Commission Secretariat and Liaison Office


SEYMOUR R. PAJARES
Chief Personnel Specialist
Commission Secretariat & Liaison Office