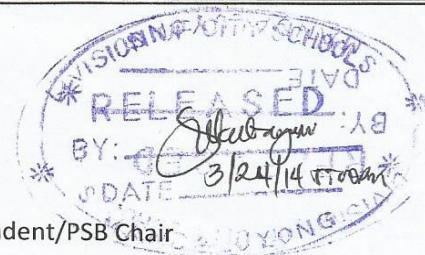




Republic of the Philippines
 Department of Education
 National Capital Region
DIVISION OF CITY SCHOOLS
 City of Mandaluyong

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Division Memorandum No. :

Date : March 20, 2014

Memorandum To : Assistant Schools Division Superintendent/PSB Chair
 Education/District Supervisors
 Principals, Elementary and Secondary Schools
 Division Personnel Selection Board Members

- Mr. Romeo E. Bandal, President of PESPA
- Mr. Bony G. Abalos, Administrative Officer-V
- Ms. Marian A. Soriano, HRM Officer-I
- Ms. Menchie Kubayashi, AO-IV, PSB Secretariat

Subject : **RANKING FOR ELEMENTARY SCHOOL PRINCIPAL II AND
 ELEMENTARY SCHOOL PRINCIPAL-III**

1. The field is hereby informed that the ranking for the **School Principal-II** and **School Principal-III** positions, salary grades 20 and 21, respectively is now officially open.
2. The minimum qualification standards stipulated in the DepEd Order No. 39, s. 2007, entitled **"Modified Qualification Standards for the Positions of Head Teachers and Principals"** are as follows:

Position Title	Education	Experience	Training	Eligibility
School Principal II	<i>Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management</i>	1 year as Principal	40 hours of relevant training	RA 1080 (Teacher Eligibility) Principalship Passer
School Principal III	<i>Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management</i>	2 years as Principal	40 hours of relevant training	RA 1080 (Teacher Eligibility) Principalship Passer

3. Qualified applicants for the said positions shall be assessed based on the criteria set forth in the DepEd Order No. 42, s. 2007 re: **"The Revised Guidelines on Selection, Promotion and Designation of School Heads,"** to wit:

- | | | |
|---|---|-----------|
| a. Performance Rating | - | 30 points |
| b. Experience | - | 10 points |
| c. Outstanding Accomplishments | - | 30 points |
| d. Education and Training | - | 20 points |
| e. Potential | - | 5 points |
| f. Psychosocial Attributes and Personality Traits | - | 5 points |


 Total = 100 points

4. Interested applicants are requested to submit original copies of the following credentials on or before Thursday, **April 8, 2014**, c/o Personnel Unit:

1. Personal Data Sheet
2. Performance Rating for the last **3 rating periods**
(2nd Semester CY 2012, 1st and 2nd Semester CY 2013)
3. Updated Service Record
4. Transcript of Records (graduate studies only)
5. Copy of PRC License
6. Proof of Evidence of Outstanding Accomplishments
(e.g. duly approved training proposal, certificate of commendation/ appreciation for the outstanding accomplishments and other related docuemnts)
7. Certificates of Seminars/ Trainings attended at least 3 days **and not credited in the last promotion**
8. Specialized Training Certificates and Scholarship Program/ Short Courses and Study Grants
(for nos. 5-6, certificates to present **must not be credited in the last promotion**)

Paper documents will no longer be accepted after the due date of submission.

5. Immediate dissemination of this Memorandum is desired.


EVANGELINE P. LADINES
Schools Division Superintendent