



DEPARTMENT OF EDUCATION
DIVISION OF ZAMBOANGA DEL NORTE
DIPOLONG CITY

RELEASED

20 JUL 2017

DATE: _____

Republic of the Philippines
DEPARTMENT OF EDUCATION
Region, IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
7100 Dipolog City

Division Memorandum

No. 246, s. 2017

To: All Concerned Personnel
This Division

From: The Office of the Schools Division Superintendent

Subject: Composition of the Division Personnel Selection Board (PSB)

Date: July 18, 2017

1. Pursuant to DepEd Order No. 66, s. 2007, "Revised Guidelines on the Appointment and Promotion of Other Teaching Related and Non-Teaching Positions," which shall apply to the appointment and promotion of Teaching and Related Teaching Group such as: Teacher II and II; Education Supervisor I, II and III; Chief Education Supervisor, Education Program Specialist I and II, Senior Education Program Specialist, Chief Education Program Specialist; Guidance Counselors, Guidance Coordinators and other teaching and related teaching positions indicated in the Magna Carta for Public School Teachers, except School Heads, Principals and Head Teachers, and all Non-Teaching Group, the Personnel Selection Board (PSB) of this Division shall be composed of the following:

Chairperson: Virgilio P. Batan, Jr., CESE
Co-Chairperson: Filma B. Catalan, Ed.D.
OIC - Assistant Schools Division Superintendents
Members:

1. Head of School where the vacancy exists
2. Helen E. Tangon, Administrative Officer V
3. Heidi D. Salac, Administrative Officer IV - Personnel
4. President of the Division DepEd Employees' Union/Non-Teaching Association/Faculty Association, as the case may be

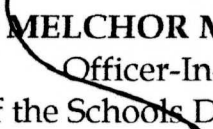
2. The Board shall have the following functions:

- A. Evaluate and deliberate the qualifications of those listed in the selection line up *en banc*;
- B. Make a systematic assessment of the qualifications and competence of candidates for appointment to the vacant position;
- C. Conduct further assessment such as written explanation, skills tests, interview and others of qualified candidates

D. Submit to the appointing authority the short list of five ranking candidates, whenever possible, whose over-all point scores are comparatively at par with each other based on the comparative assessment of the determinant factors cited in DepEd Order 66, s. 2007.

3. To further achieve the principles of merit and fitness, objectivity and uniformity in evaluation, and strengthening of the selection process for other teaching, related teaching and non-teaching personnel in this Division, the PSB is directed to strictly abide by the guidelines stipulated in the aforecited DepEd order.

4. For information, guidance and strict compliance.


PEDRO MELCHOR M. NATIVIDAD, CSEE
Officer-In-Charge
Office of the Schools Division Superintendent

Reference: DepEd Order No. 66, s. 2007