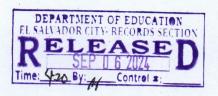


Department of EducationREGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY



05 Sep 2024

DIVISION MEMORANDUM No.__345_____, s. 2024

ANNOUNCEMENT OF CAREER OPPORTUNITY: MASTER TEACHER I (SENIOR HIGH SCHOOL)

To: Asst. Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

- This Office announces the call for the submission of Applications for Master Teacher I (Senior High School) positions, until **September 20, 2024, 5:00** PM. Below is a summary of the duties and responsibilities of a Master Teacher:
 - a. Shall have regular teaching loads:
 - b. Assist other teachers in the school or division towards improving their competencies;
 - c. Take leadership in the preparation of instructional and other materials;
 - d. Perform such other functions commensurate with their capabilities as the principal may assign;
 - e. May be required as demonstration teachers or teacher-consultants in other schools in the division.

| Position | Item No. | Station Assignment |
|------------------|-----------------------------------|--------------------|
| Master Teacher I | OSEC-DECSB-MTCHR1- 660008-2022 | SHS-ESCNHS |

1. The ranking shall abide with the guidelines:

| Criteria | Reference |
|--|--|
| Qualification Standards (QS) | DepEd Order No. 3, s. 2016 and DepEd Order No. 51, s. 2017 |
| Evaluation Criteria and Computation of Points | DepEd Order No. 3, s. 2016 MECS No. 10, s. 1979 DECS Order No. 57, s. 1997 |
| Procedures | DepEd Order No. 66, s. 2007 |









Department of EducationREGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

2. The following qualification standards shall be considered:

Required Competencies

- a. *Technical Competencies*: Teaching Ability, Classroom Management and School Fit
- b. Core Behavioral Competencies: Self-Management, Professionalism & Ethics, Results Focus, Teamwork, Service Orientation and Innovation;
- c. Core Skills: Oral Communication, Written Communication and Computer/ICT Skills

Prescribed Qualifications

| VAC | ANT | | | | |
|---------------------------------------|----------|--|--|---|--|
| POSI | TION | EDUCATION | TRAINING | EXPERIENCE | ELIGIBILITY |
| MASTER TEACHER I (SENIOR HIGH SCHOOL) | ACADEMIC | Master's degree in relevant strand/subject | 8 hours of training relevant to the subject area of specialization | 4 years of relevant teaching/ industry work experience | Applicants for a permanent position: RA 1080 (Teacher); If not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring Applicants for a contractual position: None required Practitioners (parttime only): None required |
| MASTER TEACHER I (SENIOR HIGH SCHOOL) | TVL | Bachelor's degree holder; or completion of technical- vocational course(s) in the area of specialization | At least NC* II + TMC** I *Appropriate to the specialization | 1 year of teaching experience and 6 months of relevant industry work experience | Applicants for a permanent position: RA 1080 (Teacher); If not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring Applicants for a contractual position: None required Practitioners (parttime only): None required |



Address: Zone 3, Poblacion, El Salvador City Telephone No: (088) 882 6326

Website: www.depedelsalvadorcity.net Email Address: elsalvador.city@deped.gov.ph







Department of EducationREGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

3. The field is also informed of the following additional requirements/support documents need to successfully earn points during the deliberation (References: Division Memorandum No. 104, s. 2021 and Division Memorandum No. 422, s. 2023):

| Criteria | Remarks |
|---|--|
| Demonstration Teaching | Must be acquired after the last promotion but within the last five (5) years regardless if at the school or division level MOVs: 1. Certificate of Recognition OR Certificate as Demonstration Teacher stating the date and corroborated by at least 5 teachers; 2. Copy of the lesson plan duly attested; 3. Copy of Program of Activities when the demonstration teaching was conducted, duly attested |
| All Documentary requirement from Item A-H of the checklist attached | All documents submitted MUST be earned/done after the last promotion of the application; Hence, if a teacher is promoted last August 2019, the HRMPSB shall credit only the documents thereafter |
| Item A | It must be initiated by the employee. Commissioned projects or outputs initiated by the Division Office (DO), Regional Office (RO) or Central Office (CO) will not be credited. Only projects initiated by the applicant shall be given corresponding points. |
| A.a. Curriculum or instructional materials | Note: DAT/RAT-related data or DAT/RAT division and region-initiated materials shall not be credited as support documents |
| A.b. Effective teaching techniques or strategies | Additional Document: Proof of increase in academic performance/ Comparative data on the change in academic performance of students when the strategy/technique was implemented |
| A.c. Simplification of Work as in reporting system, record keeping, etc., or procedures that resulted in cost reduction | Additional Document: Comparative data/ Proof of improvement on the Simplification of Work |







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Department of Education REGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

| | SION OF EL SALVADOR CITY |
|------------------------------|--|
| Criteria | Remarks |
| A.d. A worthwhile Income | Note: Certification that applicant is a |
| Generating Project (IGP) for | proponent of the IGP for at least two (2) School |
| learners, given recognition | Years, duly attested by School Head or SDS |
| by higher officials in the | Deitamation of Ham 4 of DM 120 - 2010 |
| division (fund-raising from | Reiteration of Item 4 of DM 130, s. 2019 |
| money contests are not | (attached to this document) relative to Income |
| considered) | Generating Projects (IGPs); only those which |
| | were approved by the Division Office shall be |
| L D D1 4' 1 | given credit by the HRMPSB |
| Item D – Educational | No attachment for this criterion shall mean |
| Research Activity | disqualification |
| | M-41 |
| | Must be acquired after the last promotion but |
| | within the last five (5) years |
| | T- 1: |
| | In lieu of the action plan and approved |
| | research proposal, applicants may attach |
| | certification from Ms. Karen Rose A. |
| | Serrania, Division Research Coordinator, that |
| | applicant has conducted and completed an educational research activity for the |
| | improvement of instruction, common |
| | development or teacher welfare; it shall be |
| | indicated in the certification if the applicant is |
| | the lead proponent or not |
| Item H | a. Research journals publish online will |
| item ii | only be credited if published in websites |
| | with domain of either .edu or .org |
| | |
| | b. Research article compiled into a book/journal will not be credited unless |
| | the book/journal has an assigned ISSN |
| | (International Standard Serial Number) |
| | c. Research credited in the Authorship will |
| | only be credited as an article and not as |
| | a book; Published research article shall |
| | be granted 1 point only |
| | be granted a point only |







Department of EducationREGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

4. All interested applicants shall submit the required documents in HARD COPY to the Division Office (Attn: Personnel Unit) on or before the deadline. Pertinent Copies shall be submitted in a **legal-sized folder** indicating the prescribed filename in the built-in tab, as enumerated below:

| VACANT POSITION | PRESCRIBED FILE NAME | SAMPLE FILE NAME |
|------------------|-------------------------|--------------------------------|
| MASTER TEACHER I | 2024-SHS- | 2024-SHS-ACAD-MT1A_Juan D. |
| (SHS) | TRACK- | Cruz |
| | MT1A_Full Name | 2024-SHS-TVL-MT1A_Juan D. Cruz |

Order of documents shall be as follows:

a. Letter of intent addressed to the Schools Division Superintendent;

RANDOLPH B. TORTOLA Schools Division Superintendent

- b. Checklist of Requirements (enclosed herewith) with Omnibus Sworn Statement and Certification/Waiver pursuant to Data Privacy Act at the bottom
- c. Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) with work experience sheet
- d. Photocopy of Certificate of Eligibility/Report of Rating OR photocopy of valid and updated PRC License/ID
- e. Photocopy of scholastic/academic record, e.g. Transcript of Records (TOR), including graduate/post-graduate, if applicable
- f. For post graduate units, Certification of units earned, duly authenticated/ certified by the university/ school registrar;
- g. Copy of the General Weighted Average (GWA) duly authenticated/ certified by the university/School registrar
- h. Certificate of Employment, Contract of Service, or Duly signed Service Record, whichever is applicable
- i. Photocopy of Certificates of Training if applicable
- j. Photocopy of the Performance Ratings covering performance in the last three (3) rating periods prior to the assessment, if applicable
- i. Photocopy of Latest Appointment, if applicable
- j. Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item 'h' is not relevant to the position to be filled
- k. All available and eligible pertinent documents as stipulated in DepEd Order No. 3, s. 2016 (proof of Outstanding Accomplishments, GWA Certification, LET Ratings, TESDA Certificates, etc).



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Department of EducationREGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

- 5. Only applicants tagged as "qualified" in the Initial Evaluation Results, as reflected in the Division Website: www.depedelsalvadoricty.net (just click Career Opportunities → Selection Line-up), will undergo the further interview and further evaluation.
- 6. The Human Resource Merit Promotion and Selection Board (HRMPSB) shall be composed of the following personnel:

| Role | Main | | |
|-------------|--|--|--|
| Chairperson | Conniebel C. Nistal, ASDS | | |
| Members | Rolly B. Labis, SGOD Chief | | |
| | Jeffrey M. Martinez, Administrative Officer V | | |
| | Felanie Marie A. Lim, HRMO II | | |
| | Marivic S. Torres, Principal I | | |
| | Roque R. Sabasaje, EPSvr | | |
| | Marie Jade A. Cacayan, EPSvr | | |
| | Jessica M. Micabalo, Master Teacher I | | |
| Secretariat | Randy Rhys U. Capistrano, Administrative Assistant III | | |

7. This is the target schedule for this ranking:

| Schedule | Activity/Output | In-Charge |
|---------------------|-------------------------------------|---------------------|
| Until September 20, | Submission of Application | Applicants and |
| 2024, 5:00PM | Documents | HRMPSB Secretariat |
| September 25, 2024 | Initial Evaluation | IER Committee |
| September 27, 2024 | Posting of Selection Line- | HRMO & HRMPSB |
| | Up | Secretariat |
| TBA | Interview and Final Deliberation | HRMPSB & Applicants |
| TBA | Submission of | HRMPSB |
| | Comparative Assessment | |
| | Report w/ attachments | |

- 8. This Office shall observe the Equal Employment Opportunity Principle (EEOP) in all steps to be undertaken for this ranking. Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
- 9. Immediate dissemination of this Memorandum to all concerned is enjoined.

RANDOLPH B. TORTOLA (A)
Schools Division Superintendent

To be indicated in the Perpetual Index Under the following subjects: HIRING RECRUITMENT

SELECTION



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CHECKLIST OF REQUIREMENTS Name of Applicant: Application Code: Position Applied For: Office of the Position Applied For: Contact Number: Religion: Ethnicity: Person with Disability: Yes () No () Solo Parent: Yes () No () Verification Status of (To be filled-out by the HRMO/HR Office/sub-committee) Submission Basic Documentary Requirement (To be filled-out by the applicant: Remarks Submission Check if submitted) (Check if complied) Letter of intent addressed to the Head of Office or highest human resource officer Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if applicable Photocopy of valid and updated PRC License/ID, if applicable Photocopy of Certificate of Eligibility/Report of Rating, if applicable Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if Photocopy of Certificate/s of Training, if applicable Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable h. Photocopy of latest appointment, if applicable Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the deadline of submission, if applicable 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 Other documents as may be required for comparative assessment, such as but not limited to: Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item (i) is not relevant to the position to be filled Attested: Human Resource Management Officer **OMNIBUS SWORN STATEMENT** CERTIFICATION OF AUTHENTICITY AND VERACITY I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof. DATA PRIVACY CONSENT I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

Person Administering Oath

, year _

Name and Signature of Applicant

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e) lectronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w) here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference.

Subscribed and sworn to before me this _____ day of ___



Republic of the Philippines Department of Education REGION X - NORTHERN MINDANAO

POTENTIAL AND ACCOMPLISHMENTS (per DepED Order No. 57, s. 1997)

SCHOOLS DIVISION OF EL SALVADOR CITY PRESCRIBED SCORE SHEET FOR MASTER TEACHER POSITIONS CREDIT POINTS FOR LEADERSHIP,

Name of Applicant: School/ Station: No. of years in service: Position Applied for:

| Points Maximum | | CRITERIA | DOCUMENTS VALIDATED (all or nothing; if 1 document is missing, applicant will earn no (0) points) | Points Earned | Remarks |
|--------------------------|------|--|--|------------------|---------|
| | | | wing which has been adopted or used by the school, district or division | | |
| | A. | Note: Commissioned project (CO) will not be credited. Or | s or outputs initiated by the Division Office (DO), Regional Office (RO) or Cen lly projects initiated by the applicant shall be given corresponding points | ntral Office | |
| | | | Concept Paper/proposal (must include title, rationale, objectives, timeframe, target participants, management, implementation plan) duly approved by the School Head or Division Office c/o SDS | | |
| | | | Accomplishment Report for the innovation introduced | | |
| | | Simplification of Work as in reporting system, | Certification that simplification of work introduced by applicant is adopted in the School or Division, duly attested by School Head or SDS | | |
| Division-20 School-10 | A.c. | record keeping, etc., or | Comparative data/ Proof of improvement on the Simplification of Work | | |
| | | in cost reduction | To earn points for School Level: Attestation from atleast 5 co-teachers that simplification of work introduced by applicant were adopted | | |
| | | | To earn points for Division Level: Must have attestation from at least 50% of the school heads per appropriate level (for JHS at least 4 schools, for SHS at least 2 schools) have adopted the said simplification of work introduced | | |
| | | A worthwhile Income | Concept Paper/proposal (must include title, rationale, objectives, timeframe, target participants, management, implementation plan) duly approved by the School Head or Division Office c/o SDS | | |
| | | | Certification that applicant is a proponent of the IGP for at least two (2) School Yeasr, duly attested by School Head or SDS | | |
| | | Generating Project (IGP) for learners, given | Accomplishment Report | | |
| Division-20 School-10 | A.d. | recognition by higher officials in the division (fund-raising from money | Financial Statement (indicate detailed information where the proceeds were used) w/ corresponding Official Receipts or Acknowledgement Receipt | | |
| | | contests are not considered) | To earn points for School Level: Attestation from atleast 5 co-teachers that the applicant has indeed conducted the IGP | | |
| | | | To earn points for Division Level: Must have attestation from at least 50% of the school heads per appropriate level (for JHS at least 4 schools, for SHS at least 2 schools) have adopted the said IGP | | |
| | B. | Served as either of the foll | owing: | | |
| | | | Designation as Subject or Program Coordinator, signed by School Head | | |
| | | | List of Teachers managed or List of Committee Members, attested by School Head | | |
| Chairperson - 12 | Re | Subject/ Program Coordinator (for at least | Action plan, duly approved by School Head | | |
| Member - 7 | B.a. | 1 year | Report of accomplishment as subject coordinator, duly attested by School Head, with pictures | | |
| | | | Certificate of Recognition OR Certification by School Head that applicant has been a subject/ program coordinator (stating inclusive date of service), duly attested by School Head | | |



Republic of the Philippines Department of Education REGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

PRESCRIBED SCORE SHEET FOR MASTER TEACHER POSITIONS CREDIT POINTS FOR LEADERSHIP, POTENTIAL AND ACCOMPLISHMENTS (per DepED Order No. 57, s. 1997)

Name of Applicant: School/ Station: No. of years in service: Position Applied for:

| Points Maximum | CRITERIA | | DOCUMENTS VALIDATED (all or nothing; if 1 document is missing, applicant will earn no (0) points) | | Remarks |
|--------------------------------|----------|---|--|--|---------|
| | В. | Served as either of the follo | wing: | | |
| | | | Designation as Grade Chairperson, signed by School Head | | |
| | | | List of teachers managed or List of Committee Members, attested by School Head | | |
| | | | Action plan, duly approved by School Head | | |
| Chairperson - 12 Member - 7 | B.b. | Grade Chairperson (for at least 1 year) | Report of accomplishment as grade/year level coordinator, duly attested by School Head, with pictures | | |
| | | | Certificate of Recognition OR Certification by School Head that applicant has been a secondary school grade/year level coordinator (stating inclusive date of service), duly attested by School Head | | |
| | | | Designation as Adviser of School Publication, signed by School Head | | |
| | | | List of Advisees/ Members of the team for School Publication, attested by School Head | | |
| Chairperson - 12 | _ | Adviser of School | Action plan, duly approved by School Head | | |
| Member - 7 | B.c. | c. Publication (for at least 1 year) | Accomplishment Report as Adviser of School Publication, with sample copy of School Paper (wherein name of applicant is indicated as School Paper Adviser) | | |
| | | | Certificate of Recognition OR Certification that applicant is a school paper adviser signed by the School Head stating inclusive date of service | | |
| | B.d. | | Designation as adviser of school organization, signed by School Head | | |
| | | Adviser of any special | List of Members/Officers of the special organization, attested by School Head | | |
| Chairperson - 12 | | school organization (for at least 1 year); Religious | Action Plan, duly approved by School Head | | |
| Member - 7 | | Organizations are not credited | Accomplishment Report as adviser of a special organization in the school, with pictures | | |
| | | | Certification that applicant is an adviser of a special organization of the school, stating inclusive date of service, signed by School Head | | |
| | C. | Served as Chairperson or r | nember of either of the following committee: | | |
| | | | Designation as Chairperson or member of the special committee, signed by School Head or SDS | | |
| | | | Action Plan, duly approved by School Head or SDS | | |
| Chairperson - 12 Member - 7 | C.a. | Committee to Prepare | Accomplishment Report as Chairperson or Member of the Committee, with pictures | | |
| Member - 7 | | Instructional Materials | Sample copy of Instructional Materials prepared (must be related to the certification issued) | | |
| | | | Certification as Chairperson or Member, stating inclusive date of service, signed by School Head or SDS | | |



Republic of the Philippines Department of Education REGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

PRESCRIBED SCORE SHEET FOR MASTER TEACHER POSITIONS CREDIT POINTS FOR LEADERSHIP, POTENTIAL AND ACCOMPLISHMENTS (per DepED Order No. 57, s. 1997)

Name of Applicant: School/ Station: No. of years in service: Position Applied for:

| Points Maximum | | CRITERIA | DOCUMENTS VALIDATED (all or nothing; if 1 document is missing, applicant will earn no (0) points) | Points Earned | Remarks |
|----------------------------------|------|---|--|------------------|---------|
| | C. | Served as Chairperson or r | nember of either of the following committee: | | |
| | | Committee to prepare school program ; | Designation as Chairperson or member of the special committee, signed by School Head | | |
| | | | Action Plan, duly approved by School Head | | |
| Chairperson - 12 Member - 7 | C.b. | Note: Will not credit school | Certification as Chairperson or member, stating inclusive date of service, signed by School Head | | |
| Member - I | | programs like Nutrition Month celebration, Buwan ng Wika and the like | Accomplishment Report as Chairperson or member of the Committee, with pictures | | |
| | | | Sample copy of approved School program prepared, signed by School Head | | |
| | D. | improvement of instruction | cational Research Activity duly approved by educational authorities, either, for common development or teacher welfare e and Post-graduate studies shall not be considered. | er for | |
| | | | Action Plan, duly approved by SDS | | |
| | | | Copy of Research proposal duly approved by the Division Office | | |
| | | | Copy of the complete research work (findings and recommended intervention in the school/division) | | |
| Chairperson/ Lead Proponent - | | | Certification that Research Activity conducted is helpful in the improvement of instruction, common development or teacher welfare in the School/ Division, attested by SDS | | |
| 12 | | | OR | | |
| Member - 7 | | | Certification from Division Research Coordinator that applicant has conducted and completed an education research activity for the improvement of instruction, common development or teacher welfare and noted whether the applicant is the lead proponent of the research activity or not | | |
| | | | Copy of the complete research work (findings and recommended intervention in the school/division) | | |
| | | | project or activity or of a program of another agency or coordinator of a re- | ural | |
| | E. | | excluding religious activities) are accomplished for the benefit of the commun activities which benefit the school shall NOT be credited; Service rendered | | |
| | | Head of Agency may refer t | o Brgy. Captain or City Mayor | | |
| | | | Designation or Letter from head of agency | | |
| | | | Report of Accomplishments attested by head of agency or organization, with pictures | | |
| Chairperson - 12 Member - 7 | | | Certification as chairman or member of a community project, indicating inclusive years, signed by the head of agency or organization | | |
| | | | Attendance Sheet indicating the Names (w/ affixed signature) of Officials/ participants involved in the community project OR List of Officials/ participants involved in the community project, attested by Head of Agency or Organization | | |
| | | | Certificate of Recognition or Appreciation, attesting that the community benefit from the project, signed by Head of Agency or Organization | | |



Republic of the Philippines Department of Education REGION X – NORTHERN MINDANAO SCHOOLS DIVISION OF EL SALVADOR CITY

PRESCRIBED SCORE SHEET FOR MASTER TEACHER POSITIONS CREDIT POINTS FOR LEADERSHIP, POTENTIAL AND ACCOMPLISHMENTS (per DepED Order No. 57, s. 1997)

Name of Applicant: School/ Station: No. of years in service: Position Applied for:

| Points Maximum | | CRITERIA | DOCUMENTS VALIDATED (all or nothing; if 1 document is missing, applicant will earn no (0) points) | Points Earned | Remarks |
|-------------------|---|---|---|------------------|---------|
| | F. Organized/ managed an in-service activity or other similar activities at least on the school level *Note: Participants of training/activity must be teachers | | | | |
| | | Organized/Managed an In-Service Activity Per MECS Order 4, s. 1987, | Certificate of attendance to a seminar or training prior to the school/ division seminar conducted by DepED only (if not conducted by DepED, submit authority to attend) | | |
| | | teachers who have had specialized training as | Designation as Chairperson, signed by School Head or SDS | | |
| Chairperson - 12 | Fa | trainors and upon return from the training, | Action Plan, duly approved by School Head or SDS | | |
| Member - 7 | | initiated or managed inservice training sessions for other | Certificate of Recognition or Certification for organizing/ managing an in-service training, attested by School Head or SDS | | |
| | | level only may be given | Accomplishment Report, with pictures | | |
| | | corresponding credits. | Attendance of Participants | | |
| | | | Request to conduct training, approved by School Head or SDS | | |
| | | | Action Plan, duly approved by School Head or SDS | | |
| Chairperson - 12 | | | Training Design approved by the School Head or SDS | | |
| Member - 7 | F.b. | Self-Initiated Training | Certification for organizing a self-initiated training, attested by the School Head or SDS | | |
| | | | Accomplishment Report, with pictures | | |
| | | | Attendance of Participants | | |
| 10 | G. | Credited with meritorious a may merit the highest scor | achievements in either of the following (present only the set of documents re) | which | |
| | G.a | Trainor of or coach to cont | estants who received prizes, commendations or any form of recognition | | |
| 10 | | G.a.1. National Winner | •Designation as coach/ trainer | | |
| 5 | | G.a.2. Regional Winner | Copy of awards or proof of awards received by contestant (e.g. Regional Memorandum) | | |
| 3 | | G.a.3. Division Winner | • Certification as trainer with name of contestant, level of contest, date, venue and prize received, whether 1st, 2nd or 3rd signed by Division authority/ies concerned (e.g. for Journalism c/o English and/or Filipino Supervisor) | | |
| | G.b. | Coach of a sports event wh | no won prizes as follows | | |
| 10 | | G.b.1. National Level | Designation as coach/ trainer | | |
| 5 | | G.b.2. Regional Level | Copy of awards or proof of awards received by contestant (e.g. Regional Memorandum) | | |
| 3 | | G.b.3. Provincial/ Division Level | OR | | |
| 1 | | G.b.4. School/ District Level | Certification as coach/trainer with name of contestant, level of contest, date, venue and prize received, whether 1st, 2nd or 3rd signed by signed by proper official/s (District/ Division/ Region/ National) | | |



Republic of the Philippines Department of Education REGION X - NORTHERN MINDANAO

SCHOOLS DIVISION OF EL SALVADOR CITY

PRESCRIBED SCORE SHEET FOR MASTER TEACHER POSITIONS CREDIT POINTS FOR LEADERSHIP, POTENTIAL AND ACCOMPLISHMENTS (per DepED Order No. 57, s. 1997)

Name of Applicant: School/ Station: No. of years in service: Position Applied for:

| Points Maximum | CRITERIA | DOCUMENTS VALIDATED (all or nothing; if 1 document is missing, applicant will earn no (0) points) | Points Earned | Remarks |
|-------------------|---|--|------------------|---------|
| | | | | |
| 10 | G.c.1. National Level | Designation as Coordinator of a Boy/ Girl Scout activity, signed by School Head | | |
| 5 | G.c.2. Regional Level | Copy of Matrix of activities duly signed by proper authorities | | |
| 3 | G.c.3. Provincial/ Council-Wide/ Division Level | Report of Accomplishment, with pictures | | |
| 1 | G.c.4. District / School Level | | | |
| 10 | H. Authorship *Thesis or Dissertation shall | ll not be credited. | | |
| 10 | H.a. Sole authorship of a book | Copy of book/magazine/ newspaper where the article appeared Research journals published online will only be credited if published in websites with domain of either .edu or .org | | |
| 5 | H.b. Co-authorship of a book | Research article compiled into a book/journal will not be credited unless it has an assigned ISSN (International Standard Serial | | |
| 1 | Article on education (1 H.c. per article, maximum of 4 articles only) | Number) • Research credited in this section will only be credited as an article and not as a book; Published researc article shall be granted 1 point only. | | |