



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

DepEd - Division of Batangas
RECORDS SECTION

RECEIVED

Doc. No.: R2-131986
By: FEB 15 2024 Time: 12:02

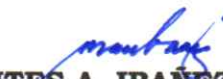
15 February 2024

DIVISION MEMORANDUM
No. 098, s. 2024

**CORRIGENDUM TO DIVISION MEMORANDUM NO. 041 s. 2024 RE: CALL FOR
SUBMISSION OF PERTINENT PAPERS FOR COMPARATIVE ASSESSMENT
OF EDUCATION PROGRAM SPECIALIST II (EPS II) POSITION
IN THE SCHOOLS DIVISION OFFICE**

TO: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to Division Memorandum No. 041 s. 2024, re: Call for Submission of Pertinent Papers for Comparative Assessment of Education Program Specialist II (EPS II) Position in the Schools Division Office, this Office, through the Personnel Section, announces that the indicative schedules of activities in the Assessment Plan shall be moved, as indicated in the attached updated Assessment Plan.
2. Other information stated in DM No. 041 s. 2024 shall remain in effect.
3. Wide and immediate dissemination of this memorandum is desired.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

Assessment Plan

Activities	Responsible	Indicative Schedule	No of Working Days
Publication/Posting Period	HRMO	January 22 – February 02, 2024	N/A
Last day of Receiving of Application	Records Section	February 02, 2024	N/A
Initial assessment/ screening of application and preparation of Initial Evaluation Review	HRMO	February 05 - 07 2024	3
Preparation of letter to the applicant if they are qualified or not with the information of schedule for next hiring process			
Submission of Shortlist of qualified applicants to the HRMPSB	HRMO	February 08 - 12, 2024	2
Preliminary Meeting with the HRMPSB and Technical Working Group	HRMO/ HRMPSB/TWG Secretariat	February 13, 2024	1
Comparative Assessment of Applicants (validation of documents, interview and conduct of written examination)	HRMO/ HRMPSB/ TWG/Secretariat	February 28-29, 2024	2
Check the written exam/ OTJ skill set	HRMPSB/ End-user (Chief)		
Deliberation and Signing of CAR to the HRMPSB	HRMPSB/ HRMO/ Secretariat	March 04, 2024	1
HRMPSB preparation of Comparative Assessment Result (CAR)	HRMPSB/ HRMO/ Secretariat	March 05, 2024	1
Submission of the final CAR and CAR-Registry of Qualified Applicants to the Schools Division Superintendent for other instruction- such as conduct of Background investigation	HRMO Upon the request of Appointing Authority	March 06, 2024	1
Upload the CAR-RQA to the website and posting to conspicuous places	HRMO/ Information Technology Officer	March 07, 2024	1
Prepare notification letter to the successful candidate for the submission of requirements for appointment	HRMO	March 08, 2024	1
Forward the notification letter to the ASDS and SDS/ for initial/ signature	Secretariat	March 11-13, 2024	3
TOTAL			16