



Republic of the Philippines

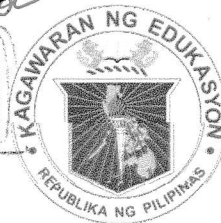
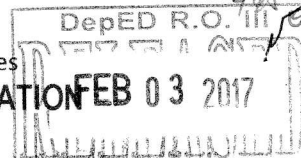
DEPARTMENT OF EDUCATION

REGION III

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January 31, 2017

REGIONAL MEMORANDUM

No. 13, s. 2017

To: Assist Regional Director
Schools Division Superintendents
Regional Division Chiefs

SUBMISSION OF DOCUMENTS FOR 3RD LEVEL POSITION

1. All Career Executive Service Eligible, EMT Passers, and passers of CES-Stage 2 level who have not undergone the regional search and those who are not yet designated as Officer-In-Charge (Assistant Schools Division Superintendents) are advised to submit their documents on or before February 17, 2017.
2. The following documents required are in two (2) copies:
 1. Letter of intent
 2. CSC Form 212
 3. Certificate of Eligibility / AC (certificate)
 4. Certified true copy Transcript of Records
 5. Certified true copy certificates of training attended
 6. Service Records
 7. Certified True Copy Performance Rating for the last three years.
 8. Evidences of Innovation introduced, Researches Conducted, publications, speakership and other relevant documents.
 9. Indorsement letter of the Superintendent
3. Wide dissemination of this Memorandum is desired.


MALCOLM S. GARMA, CESO V

Director III

Officer-In-Charge

Office of the Regional Director