



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

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DIVISION MEMORANDUM

No. 366, s. 2022

SUBMISSION OF PERTINENT PAPERS OF 2021 NQESH PASSERS

To : OIC - Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Schoolheads

1. This Office announces the submission of pertinent papers of 2021 NQESH Passers for profiling.

2. All passers are advised to submit the following documents to the Personnel Unit of City Schools Division of Biñan City based on DepEd Order No. 42, s. 2007 re: The Revised Guidelines on Selection, Promotion and Designation of School Heads on or before **November 25, 2022**.

- a. Duly accomplished Personal Data Sheet (CS Form No. 212, Revised 2017) with Work Experience Sheet
- b. Photocopy of Transcript of Records (TOR)
- c. Photocopy of PRC License/Board Rating
- d. Updated Service Records/Certificate of Employment
- e. Performance ratings (duly signed) – **3 consecutive years**
- f. Certificate of Training/Seminar
- g. Outstanding Accomplishments (**if any with supporting documents**)
 - Outstanding Employee Awards
 - Innovations
 - Research and Development Projects
 - Publication/Authorship
 - Consultant/Resource Speaker

3. Immediate and widest dissemination of this Memorandum is desired.


EDNA FAURA AGUSTIN

Schools Division Superintendent



Encl: None

Reference: DepEd Order No. 42, s. 2007

OSDS/PER / TGP / CBB / DM-Submission of Pertinent Papers of 2021 NQESH Passers
/ 11/17/2022



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