



ANNEX A

EVALUATION CRITERIA IN THE SELECTION OF CANDIDATES FOR HIRING AND PROMOTION FOR THE 1st and 2nd LEVEL POSITIONS IN THE DEPARTMENT OF ENERGY

Pursuant to Section 143 of the Civil Service Commission (CSC) Resolution No. 1800692 or the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA) (Revised July 2018), this Evaluation Criteria in the Selection of Candidates for Hiring and Promotion for the 1st and 2nd Level Positions in the DOE shall form part of the DOE MSP as Annex "A".

The DOE-HRMP SB shall be guided by the following Evaluation Criteria:

Performance	Education	Work Experience	Training	Eligibility	Outstanding Accomplishment	HRMP SB Evaluation	GRAND TOTAL
15%	15%	15%	10%	5%	15%	25%	100%

I. Performance (15%)

The rating scale for the Performance criterion is as follows:

PERFORMANCE (15%)	
Insider or with Government Service	
4.94 - 5.00	15
4.84 - 4.93	
4.73 - 4.83	14.5
4.63 - 4.72	
4.45 - 4.62	14
4.24 - 4.44	
4.03 - 4.23	13.5
3.40 - 4.02	
Outsider PR or its equivalent	
Outstanding	15
Above Average / Very Satisfactory	14
Satisfactory	13
Not Applicable / Fresh Graduate / PR not available	12.5

II. Education (15%)

The rating scale for the Education criterion is as follows:

EDUCATION (15%)	
1ST Level	
Minimum Requirement Met with Relevant Education and Graduated with Honors	15
Minimum Requirement Met with Relevant Education	14
Minimum Requirement Met without Relevant Education and Graduated with Honors	13
Minimum Requirement Met without Relevant Education	12
2nd Level	
Doctorate Degree	15
Master's Degree AND Honor Graduate for Bachelor's Degree	14
Master's Degree OR Honor Graduate for Bachelor's Degree	13
Minimum Requirement Met (Relevant Bachelor's Degree)	12
Division Chief Level	
Doctorate Degree	15
Minimum Requirement Met (Master's Degree) and Honor Graduate for Bachelor's Degree	14
Minimum Requirement Met (Master's Degree)	13

III. Work Experience (15%)

The rating scale for the Work Experience criterion is as follows:

WORK EXPERIENCE (15%)		
Requirement Met	Minimum	12
Excess of Minimum Requirement	1-3 years	13
	4-6 years	14
	7 years & more	15

IV. Training (10%)

The rating scale for the Training criterion is as follows:

TRAINING (10%)		
Requirement Met	Minimum	7
Excess of Minimum Requirement	1-100 hours	8
	101-200 hours	9
	201 & above	10

V. Eligibility (5%)

The rating scale for the Eligibility criterion is as follows:

ELIGIBILITY (5%)		
Second Level Positions	Eligibility	Percentage
	Board or Bar Eligibility PLACER (RA 1080) relevant to the educational requirement of the position	5%
	Board or Bar Eligibility PASSER (RA 1080) relevant to the educational requirement of the position	4%
	CS Professional or PD 907	3%
	Other Professional Eligibility	2%
First Level Positions	Eligibility	Percentage
Clerical	Sub Prof with General Average of 85% and above or CS Prof or PD 907 or RA1080	5%
	Sub Prof with General Average of 80%-84.99%	4%
	Sub Prof with General Average of 75%-79.99%	3%
	Sub Prof with General Average of 70%-74.99%	2%
	Other Sub Professional Eligibility	1%
Trades and Crafts	MC. 11, Brgy. Health Worker	5%
Driver	MC. 11 (Category 3)	5%
Non-required		5%

VI. Outstanding Accomplishment (10%)

The rating scale for the Eligibility criterion is as follows:

OUTSTANDING ACCOMPLISHMENT (15%)	
High Impact	11 to 15
Medium Impact	5 to 10
Low Impact	1 to 5

VII. HRMPSB Evaluation (25%)

The HRMPSB shall use a uniform scoring sheet to ascertain/rate the combined Psychosocial and Personality Trait (PAPT) and the Potential and Other Factors (POF) criterion during the HRMPSB interview and/or deliberation.

===nothing follows===