



Republic of the Philippines
Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
CORDILLERA ADMINISTRATIVE REGION
Office of the Regional Director
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MEMORANDUM

TO : All PFMs, MFMs and CFMs
BFP-CAR

SUBJECT : Calendar of Activities for the Conduct of Promotion
of NOR CY 2017

DATE : 15 November 2017

1. This has reference to the ongoing promotion CY 2017 of NOR region wide, hereunder is the Calendar of Activities for the conduct of promotion process of NOR:

No	Activities	Timetable
1	Authorization to Fill-up Vacancies	October 10, 2017
2	Publication of Vacant Items/ Positions	October 19, 2017
3	Announcement of Opening for Promotion	October 27, 2017
4	Collation and Evaluation of Application Folders	October 27- November 06, 2017
5	Updating of Database, Generation and Finalization of Matrix of Applicants	November 7-10, 2017
6	Turn-over to PSPB-JO	November 13, 2017
7	Posting of All Qualified Applicants (According to QS)	November 14, 2017
8	Conduct of Neuro-psychiatric exam and drug test	November 17-19, 2017
9	Conduct of Oral Exam	November 20-22, 2017
10	Collation of all individual score of applicants/ preparation of score sheet/ evaluation sheet	November 23-24, 2017
11	PSPB deliberation/ preparation of final rating of applicants and resolution/ recommendation by the PSPB to the Appointing Authority	November 24, 2017
12	Conduct of medical, physical and dental exam	December 1-3, 2017
13	Deliberation and endorsement by the PSPB of the medical results to the appointing authority	December 06, 2017
14	Appointment preparation	December 07-14, 2017
15	Oath Taking	December 15, 2017

2. Further, advise applicants to bring **six (6) sets of folders** (all photocopies) on the schedule date of panel interview.

3. Forinformation and widest dissemination.


MARIA SOFIA B MENDOZA, MPA
SSUPT (DSC) BFP
Regional Director