

**[ DECS ORDER NO. 100, S. 1998, November 23, 1998 ]**

**GUIDELINES ON THE GRANT OF INCENTIVES FOR PROMOTION PURPOSES FOR DECS PERSONNEL INVOLVED IN DECS RESEARCH AND DEVELOPMENT (R & D) PROGRAMS/PROJECTS**

1. In recognition of the support and active involvement of field personnel in R & D programs or projects of the DECS, incentives for promotion purposes may be given in consonance with DECS Order No. 54, s. 1993 entitled: "The DECS System of Ranking Positions and Employees."

2. In the aforementioned DECS Order, specifically on page 7, III — Relevant Experience and Special Training, second paragraph of letter B (Second Level) states:

"Specialized training in such areas as data packaging/banking/documentation/management, economics, project designing and implementation, material development, planning and management, economics, project designing and implementation, records management/organization, research project, training needs assessment, feasibility studies, concept paper, testing and evaluation, and other technical skills which are deemed relevant to the functions of the office with each area given 2 points but not to exceed 5 points."

3. On the basis of the foregoing, the following points shall be credited to implementors of R & D programs/projects where applicable:

Regional level coordinator	— .5 points
Division level coordinator	— .5 points
School level coordinator	— 1 point
Teacher of experimental/tryout class	— 2 points

4. Field personnel in the public schools who actively participate in the R & D programs/projects of DECS including those who attend the specialized training programs directly related to said programs and who implement said programs/projects shall be entitled to the number of points specified in No. 3.

5. Private schools are encouraged to formulate their own guidelines relative to the grant of incentives/awards to their staff involved in DECS R & D programs/projects.

6. This Order shall take effect immediately.

7. Dissemination of this Order is expected.