



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION XIII (CARAGA)
 1559 Matimco Bldg, Km 4., Libertad, Butuan City
 caraga.dilg.gov.ph

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MASTER LIST OF MAINTAINED DOCUMENTED INFORMATION (EXTERNAL)

DOCUMENT CODE	DOCUMENT TITLE	REVISION					
		00	01	02	03	04	05
RECRUITMENT, SELECTION AND PROMOTION (RSP) FOR 1ST AND 2ND LEVEL PERSONNEL							
CS Form No. 9, Revised 2018	Request for Publication of Vacancy						
PDQ-AS-PD-01	Position Description Qualification		06.01.2016				
CS Form No. 4, series of 2017	Certificate of Assumption to Duty						
FM-QP-AS-PD-01-13	Interview Assessment Form	10.15.15					
FM-QP-AS-PD-01-19	Background Information Form		05.21.18				
FM-QP-AS-PD-01-11	Potential Assessment Form		03.01.17				
FM-QP-AS-PD-01-15	Checklist of Requirements						02.01.18
FM-QP-AS-PD-01-17	List of Newly Hired / Promoted Personnel		04.01.17				
FM-R13-SP-07-01	Risk Register - Objective Risk Assessment	10.16.17					
FM-R13-SP-07-02	Risk Register - Process Risk Assessment	10.16.17					

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
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Name of Division/FOU: **FINANCE AND ADMINISTRATIVE DIVISION - PERSONNEL SECTION**

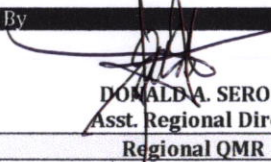
MASTER LIST OF MAINTAINED DOCUMENTED INFORMATION (INTERNAL)

DOCUMENT CODE	DOCUMENT TITLE	REVISION					
		00	01	02	03	04	05
RECRUITMENT, SELECTION AND PROMOTION (RSP) FOR 1ST AND 2ND LEVEL PERSONNEL							
QP-R13-FAD-10	Quality Procedure	10.16.17	01.01.18				
QO-QP-R13-FAD-10	Quality Objectives	10.16.17					
QME-QP-R13-FAD-10	Quality Monitoring and Evaluation	10.16.17	01.01.18				
FM-QP-R13-FAD-10-01	Process Summary Logsheet	10.16.17	01.01.18				
FM-QP-R13-FAD-10-02	Personnel Requisition Form (PRF)	10.16.17	01.01.18				
FM-QP-R13-FAD-10-07	Indorsement for PQE	10.16.17					
FM-QP-R13-FAD-10-08	Letter to Applicant for PQE	10.16.17					
FM-QP-R13-FAD-10-09	Letter to PQE Takers - Failed	10.16.17					
FM-QP-R13-FAD-10-10	Letter to PQE Takers - Passed	10.16.17					
FM-QP-R13-FAD-10-12	Selection Line-Up	10.16.17					
FM-QP-R13-FAD-10-14A	Notice of Interview for All Qualified Next in Rank Personnel	10.16.17					
FM-QP-R13-FAD-10-14B	Notice of Interview (Outsider Applicants)	01.01.18					
FM-QP-R13-FAD-10-18A	Comparative Assessment Matrix-Insider	10.16.17	10.29.18				
FM-QP-R13-FAD-10-18B	Comparative Assessment Matrix-Outsider	10.16.17	10.29.18				

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