




Republic of the Philippines
 Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
NATIONAL HEADQUARTERS
 Agham Road, Barangay Bagong Pag-asa, Quezon City




**AMENDED CALENDAR OF ACTIVITIES FOR PROMOTION
 NON-COMMISSIONED OFFICERS**

ACTIVITY	TIME FRAME
Identification of Vacant Items	July 16-31, 2018
Authorization to Fill-up Vacancies	August 03, 2018
Publication of Vacant Items/Positions	August 09-20, 2018
Announcement of Opening for Promotion	August 10-20, 2018
Collation and Evaluation of Application Folders	August 10-20, 2018
Updating of Database, Generation and Finalization of Matrix of Applicants	August 20-24, 2018
Turn-over to PSPB-JO	August 30, 2018
Posting of All Qualified Applicants (According to QS)	August 30, 2018
Conduct of Neuro-psychiatric exam and drug test	August 31-September 3, 2018
Conduct of oral exam	September 5-7, 2018
Collation of all individual score of applicants/preparation of score sheet / evaluation sheet	September 7-10, 2018
PSPB deliberation/ preparation of final rating of applicants and resolution/ recommendation by the PSPB to the Appointing Authority	September 13, 2018
Conduct of medical, physical and dental exam	September 17-18, 2018
Deliberation and endorsement by the PSPB of the medical results to the appointing authority	September 20, 2018
Appointment preparation- (for signature and Chief, CDD, PSPB Chairman and Appointing Authority)	September 24-27, 2018
Issuance of Bureau Order and Oath Taking	October 1, 2018
Posting of Appointees	October 1, 2018


Prepared by:


JUDE G DELOS REYES
 SINSP BFP
 Secretariat, NHQ HRMPSB
 for NHQ NCO

Noted by:


BELINDA B OCHAVE
 SSUPT BFP
 Director for Human Resource Dev't

Approved:


LEONIDES P PEREZ
 CSUPT (DSC) BFP
 Deputy Chief for Administration/
 Chairperson, HRMPSB for Uniformed Personnel