



Republic of the Philippines
 Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
NATIONAL HEADQUARTERS
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MEMORANDUM

FOR: DIRECTOR LEONARD R BAÑAGO
 Chief, Bureau of Fire Protection

SUBJECT: PROGRAM OF ACTIVITIES IN THE APPOINTMENT OF FIRE SENIOR INSPECTORS THRU LATERAL ENTRY IN THE BUREAU OF FIRE PROTECTION

DATE: 24 October 2018

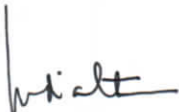
1. This pertains to the intended conduct of selection and recruitment process of Lateral Entry to fill six (6) vacancies intended for four (4) Legal Officers, one (1) Medical Officer and one (1) Chaplain in the Bureau of Fire Protection.

2. In line with the established recruitment and selection system in the BFP that is competency-based and characterized by strict observance of the rule and merit and fitness to ensure that the entry and appointment of highly qualified individuals will strengthen BFP's human resource capability, the following are the activities in the conduct of selection process, to wit:

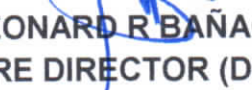
No.	Proposed Program of Activities	Proposed Timeline
1	Preparation of Notice of Publication/Assignment of Item Numbers	29 October 2018 – 08 November 2018
2	Announcement of Hiring	09 November 2018
3	Acceptance of Application Folder and Initial Evaluation of Folders	09-19 November 2018
4	Deadline of Submission of Folders	19 November 2018
5	Posting in the DILG and BFP official website of Final List of Qualified Applicants	20 November 2018
6	Qualifying Written Examinations (QWE)	21 November 2018
7	Posting in the DILG and BFP official website of Qualifying Written Examination Results to be facilitated by the BFP NHQ	23 November 2018
8	Physical Agility Test (PAT)	26 November 2018
9	Posting of PAT Results in the DILG and BFP official website	27 November 2018
10	Panel Interview (PI)	
	Legal Officer	28 November 2018 (AM)

	Medical Doctor	28 November 2018 (PM)
	Chaplain	
11	Posting of PI Results in the DILG and BFP official website	29 November 2018
12	Complete Background Investigation (CBI)	29 November 2018 – 05 December 2018
13	Submission of Complete Background Investigation (CBI)	05 December 2018
14	Neuro-Psychiatric Examination and Drug Test	06-07 December 2018
15	Posting of Successful Applicants who passed the Neuro-Psychiatric Examination and Drug Test	10 December 2018
16	Physical, Medical and Dental Examination	10- 12 December 2018
17	Posting of Successful Applicants who passed the Physical, Medical and Dental Examination in the DILG and BFP official website	13 December 2018
18	Deliberation of BFP NHQ HRMPSB	13 December 2018
19	Selection of the Appointing Authority	14 December 2018
20	Posting of the Final List of Successful Applicants in the DILG and BFP official website	17 December 2018
21	Oath-taking Ceremony	18 December 2018
22	Posting of the newly appointed Senior Inspectors in the DILG and BFP official website	19 December 2018

xxxNothing Followsxxx


RIZZA D SIMBAJON
 SSUPT (DSC) BFP
 Director, DHRD

APPROVED/DISAPPROVED:


LEONARD R BAÑAGO
 FIRE DIRECTOR (DSC)
 Chief, BFP