

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC website:

  
DULCE S. CADAVOS  
**AO II / OIC-PERSONNEL**

Date: 02/07/2024

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	School Principal II (Elementary Schools)	OSEC-DECSB-SP2- 540069-2022	20	57347	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher)		Southern Leyte Division
2	School Principal II (Secondary Schools)	OSEC-DECSB-SP2- 540312-2010	20	57347	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher)		Southern Leyte Division
3	School Principal I (Secondary Schools)	OSEC-DECSB-SP1- 540164-2010	19	51357	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units	40 hours of relevant training	Head Teacher for 1 year; or Teacher-in- Charge for 2 years; or Master Teacher for 2 years; or Teacher for 5 years	RA 1080 (Teacher)		Southern Leyte Division

4	Master Teacher II (Elementary Grades)	OSEC-DECSB- MTCHR2-540046- 2021	19	51357	Bachelor's degree in elementary education (BSEED) or Bachelor's degree plus 18 professional units in Education; and 24 units for a Master's degree in Education or its equivalent	4 hours of relevant training	1 year as Master teacher I or 4 years as Teacher III	RA 1080 (Teacher)		Southern Leyte Division
5	Master Teacher II (Secondary Grades)	OSEC-DECSB- MTCHR2-540085- 2018	19	51357	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in education with appropriate major, and 24 units for Master's degree in Education or its equivalent	4 hours of relevant training	1 year as Master teacher I or 4 years as Teacher III	PBET/RA 1080 (Teacher)		Southern Leyte Division
6	Master Teacher I (Elementary Grades)	OSEC-DECSB- MTCHR1-540016- 2011	18	46725	Bachelor's degree in elementary education (BSEED) or Bachelor's degree plus 18 professional units in Education; and 18 units for a Master's degree in Education or its equivalent	None required	3 years of relevant experience	RA 1080 (Teacher)		Southern Leyte Division
7	Master Teacher I (Secondary Grades)	OSEC-DECSB- MTCHR1-540071- 2013	18	46725	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major, and 18 units for a Master's degree in Education or its equivalent	None required	3 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division

8	Master Teacher I (Secondary Grades)	OSEC-DECSB- MTCHR1-540028- 2011	18	46725	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major, and 18 units for a Master's degree in Education or its equivalent	None required	3 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
9	Master Teacher I (Secondary Grades)	OSEC-DECSB- MTCHR1-540211- 2018	18	46725	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major, and 18 units for a Master's degree in Education or its equivalent	None required	3 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
10	Head Teacher III (Elementary School)	OSEC-DECSB- HTEACH3-540943- 1998	16	39672	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 units of professional education	24 hours of relevant training	Head Teacher for 2 years; or Teacher-in-Charge for 2 years; or Teacher for 5 years	RA 1080 (Teacher)		Southern Leyte Division
11	Head Teacher I (Elementary School)	OSEC-DECSB- HTEACH1-540012- 2008	14	33843	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 units of professional education	24 hours of relevant training	Teacher-in-Charge for 1 year; or Teacher for 3 years	RA 1080 (Teacher)		Southern Leyte Division

12	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-545768-1998	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
13	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-545135-1998	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
14	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540040-2017	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
15	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540555-2014	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
16	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540080-1999	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
17	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540060-2013	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
18	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540540-2014	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division

19	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540380-2013	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
20	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-545069-1998	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
21	Teacher III (Elementary Grades)	OSEC-DECSB-TCH3-540035-2013	13	31320	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
22	Teacher III (Secondary Grades)	OSEC-DECSB-TCH3-540086-2013	13	31320	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
23	Teacher III (Secondary Grades)	OSEC-DECSB-TCH3-546097-1998	13	31320	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
24	Teacher III (Secondary Grades)	OSEC-DECSB-TCH3-540142-2017	13	31320	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division

25	Teacher III (Secondary Grades)	OSEC-DECSB-TCH3-540369-2006	13	31320	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
26	Teacher III (Secondary Grades)	OSEC-DECSB-TCH3-546339-1998	13	31320	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
27	Teacher II (Elementary Grades)	OSEC-DECSB-TCH2-541266-2016	12	29165	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	1 year of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
28	Teacher II (Elementary Grades)	OSEC-DECSB-TCH2-540640-2009	12	29165	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	1 year of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
29	Teacher II (Elementary Grades)	OSEC-DECSB-TCH2-544478-1998	12	29165	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	1 year of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
30	Teacher II (Elementary Grades)	OSEC-DECSB-TCH2-540349-2020	12	29165	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	1 year of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division

31	Teacher II (Secondary Grades)	OSEC-DECSB-TCH2-540350-2019	12	29165	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	1 year of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
32	Teacher II (Secondary Grades)	OSEC-DECSB-TCH2-540476-2012	12	29165	Bachelor of Secondary Education (BSED), or Bachelor's degree plus eighteen (18) professional units in Education with appropriate major	None required	1 year of relevant experience	PBET/RA 1080 (Teacher)		Southern Leyte Division
33	Teacher II (Senior High Schol; Academic)	OSEC-DECSB-TCH2-540170-2019	12	29165	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards Master's degree in relevant strand/subject	None required	None required	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division

34	Teacher II (Senior High School;Academic)	OSEC-DECSB-TCH2-542599-2017	12	29165	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards Master's degree in relevant strand/subject	None required	None required	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division
35	Teacher II (Senior High School; TVL)	OSEC-DECSB-TCH2-540481-2016	12	29165	Bachelor's degree holder; or graduate of technical-vocational course(s) in the area of specialization	At least National Certificate II + Trainer's Methodology Certificate I appropriate to the specialization	6 mos relevant teaching experience/ 6 mos industry work experience	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division
36	Teacher I (Elementary Grades)	OSEC-DECSB-TCH1-540723-2014	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division



37	Teacher I (Elementary Grades)	OSEC-DECSB-TCH1-540114-2019	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
38	Teacher I (Elementary Grades)	OSEC-DECSB-TCH1-540316-2011	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
39	Teacher I (Elementary Grades)	OSEC-DECSB-TCH1-541945-2016	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
40	Teacher I (Elementary Grades)	OSEC-DECSB-TCH2-540195-2010	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
41	Teacher I (Elementary Grades)	OSEC-DECSB-TCH1-540005-2007	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
42	Teacher I (Secondary Grades)	OSEC-DECSB-TCH1-540346-2011	11	27000	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division

43	Teacher I (Secondary Grades)	OSEC-DECSB-TCH1-541435-2018	11	27000	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
44	Teacher I (Secondary Grades)	OSEC-DECSB-TCH1-544314-2018	11	27000	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
45	Teacher I (Secondary Grades)	OSEC-DECSB-TCH1-540360-2011	11	27000	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	PBET/RA 1080 (Teacher)		Southern Leyte Division
46	Teacher I (Senior High School; Academic)	OSEC-DECSB-TCH1-541319-2016	11	27000	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject	None required	None required	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division

47	Teacher I (Senior High School; TVL)	OSEC-DECSB-TCH1-541303-2016	11	27000	Bachelor's degree holder; or graduate of technical-vocational course(s) in the area of specialization	At least National Certificate II appropriate to the specialization	None required	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division
48	Teacher I (Senior High School; TVL)	OSEC-DECSB-TCH1-541306-2016	11	27000	Bachelor's degree holder; or graduate of technical-vocational course(s) in the area of specialization	At least National Certificate II appropriate to the specialization	None required	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division

49	Teacher I (Senior High School; TVL)	OSEC-DECSB-TCH1-541309-2016	11	27000	Bachelor's degree holder; or graduate of technical-vocational course(s) in the area of specialization	At least National Certificate II appropriate to the specialization	None required	Applicants for permanent appointment: RA 1080 (Teacher), if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None Required. Practitioners (part-time only): None required		Southern Leyte Division
50	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540202-2017	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
51	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540203-2017	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
52	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540239-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
53	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540209-2017	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
54	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540199-2017	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
55	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540194-2017	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division

56	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540206-2017	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
57	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540248-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
58	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540237-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
59	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540247-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
60	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540242-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
61	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540236-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
62	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540125-2018	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
63	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540018-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
64	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540016-2014	9	21211	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		Southern Leyte Division
65	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB- ADAS2-540206-2017	8	19744	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility	CSC Resolution No. 1600353	Southern Leyte Division

66	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB- ADAS2-540211-2017	8	19744	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility	CSC Resolution No. 1600353	Southern Leyte Division
67	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB- ADAS2-540191-2017	8	19744	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility	CSC Resolution No. 1600353	Southern Leyte Division
68	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB-DO2- 540018-2007	8	19744	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility	CSC Resolution No. 1600353	Southern Leyte Division
69	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB- ADAS2-540210-2016	8	19744	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility	CSC Resolution No. 1600353	Southern Leyte Division
70	Administrative Assistant II (Property Custodian)	OSEC-DECSB- ADAS2-540201-2016	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)		Southern Leyte Division
71	Administrative Officer II (Administrative Officer I)	OSEC-DECSB- ADOF2-540057-2016	11	27000	Bachelor's degree	None required	None required	Career Service (Professional), Second Level Eligibility		Southern Leyte Division
72	Registrar I	OSEC-DECSB-R1- 540055-2016	11	27000	Bachelor's degree	None required	None required	Career Service (Professional), Second Level Eligibility		Southern Leyte Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than February 17, 2024.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records; Certificate of Trainings
5. EEOP Statement. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

**JOSILYN S. SOLANA ED.D.,CESO V**  
 Schools Division Superintendent

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DEPED Mantahan, Maasin City

[southernleyte.division@deped.gov.ph](mailto:southernleyte.division@deped.gov.ph)

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**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**