



Examination Advisory No. 06, s. 2022

ADVISORY

TO : Examinees of the 24 April 2022 Reset Career Service Examination for Foreign Service Officer (CSE-FSO)

SUBJECT : School Assignment and Important Reminders

IMPORTANT REMINDERS:

➤ **NO FACE MASK, NO ENTRY TO TESTING VENUE**

Note: Those who may still prefer using face shields for added protection against COVID-19 may still do so.

➤ **NO I.D. CARD/DOCUMENT, NO EXAM**

➤ Examinees who are unable to present either a **Proof of Full Vaccination** (i.e., Vaccination Card/Certificate in original, or digital copy), or a **“Negative” RT-PCR/Saliva/Antigen Test Result** shall NOT be allowed to enter the testing venue.

➤ If feasible, **VISIT AND CONDUCT AN OCULAR INSPECTION** of the assigned school/testing venue **at least one day before the examination day** to be familiar with the school location and its route/direction, the available means of public transport, and the time and motion requirement of travelling from point of origin to the school/testing venue considering the traffic situation. **DO NOT SOLELY RELY ON GPS NAVIGATION/ROUTE/DIRECTION APP TO LEAD YOU ON YOUR TESTING VENUE ON EXAMINATION DAY.**

➤ Be at the testing venue not later than **6:30 a.m.**, or as required by the CSC Regional/Field Offices concerned.

➤ **Wearing face masks** shall be **strictly required** and **observed at all times**, unless otherwise allowed.

➤ **Wear proper attire** on examination day, preferably **plain white shirt/tops**. Examinees wearing **SLEEVELESS SHIRT/BLOUSE, SHORTS/SHORT PANTS, TOKONG PANTS, RIPPED JEANS, and SLIPPERS** will not be **ALLOWED** to enter the exam venue.

Male and female examinees' long hair must be tied.

Bawat Kawani, Lingkod Bayani

- **Bringing of cellular phones**, including smart phones/watches and pens/eyeglasses with built-in camera, calculators, wristwatches with calculator, books and other forms of printed materials, and any other gadgets/electronic devices including those that may facilitate video/audio recording of any test material/form, or part/portion/phase of the conduct of the exam, and all other similar items, **IN EXAMINEE'S SEAT IS NOT ALLOWED**. Prior to occupying the assigned seat, examinees shall be required to deposit said items and all other personal belongings in the designated area. Examinees are encouraged to use **transparent bag**.
- **Use of any aid in answering the test** (such as calculators; books, dictionaries and other forms of printed materials; watch calculators; cellular phones, smart phones/watches, tablets and any other gadgets; and all other similar materials/items) **is NOT allowed**.
- **Bringing of the test booklet outside of the testing room/venue is strictly prohibited**. The examination, or test results, of those found violating this rule shall be cancelled.

The CSC neither holds any review class nor publishes or distributes any review material for any civil service examination. Further, the CSC does not accredit and has not accredited any individual, group, or review center for the purpose of producing/publishing and/or distributing/marketing/selling any review material, and of offering and holding review sessions/classes to prospective civil service examinees. Availing of any such product/service shall be one's personal option and accountability.

A. TESTING VENUE (SCHOOL ASSIGNMENT)

Please be advised of the following testing venues for the 24 April 2022 reset CSE-FSO:

Region	Testing Center	Name and Address of School
I	San Fernando City, La Union	La Union National High School Governor Nisce Street, San Fernando City, La Union
II	Tuguegarao City	Annafunan Elementary School Tuguegarao City
III	City of San Fernando, Pampanga	Pampanga High School PHS Blvd., Brgy. Lourdes City of San Fernando, Pampanga
IV	Lucena City	St. Anne College Lucena, Inc. Diversion Road, Brgy. Gulang-Gulang, Lucena City
V	Legazpi City	Divine Word College of Legazpi-North Campus F. Aquende Drive, Legazpi City
X	Cagayan de Oro City	Cagayan de Oro National High School Cagayan de Oro City

Region	Testing Center	Name and Address of School
XI	Davao City	Malayan Colleges Mindanao Km 2, McArthur Highway, Matina, Davao City
NCR	Quezon City	UST Angelicum College 112 Sen. Mariano Cuenco St. Brgy. Sto. Domingo, Quezon City

Examinees' individual room assignment may be generated using ONSA or the Online Notice of School Assignment. The CSC Regional Offices (ROs), though, may also initiate/utilize individual approaches in disseminating information on school assignments of their respective examinees.

Examinees are requested to check the availability of ONSA, through the CSC website www.csc.gov.ph, by 12 April 2022.

Disclaimer: *The CSC does not recognize and cannot be held liable for posts or information found on other websites or social media platforms that are not, in any way, affiliated with, or are engaged in the unauthorized use of the name of CSC.*

To use ONSA, examinees should encode/fill in the required data in the corresponding data fields accurately, following the indicated format. Examinees may opt to have a **print-out** of their Notice of School Assignment using ONSA for their personal reference, but, this is not mandatory and is not a requirement.

On the other hand, a **link** to the *Examinee's Guide in Taking CSE-FSO* is also available through ONSA. Examinees are strongly advised to access this link, read thoroughly, and understand fully the examinee's guide to be familiar with the whole examination process. Examinees, though, are warned/cautioned NOT to re-distribute their copy of the Examinee's Guide on their Facebook Page, or any other communication platforms, as the same is exclusively for their use.

B. THINGS TO BRING

- I.D. CARD (original)** – preferably the same I.D. card presented during filing of application. In case of loss or unavailability of the I.D. card presented during filing of application, the examinee must present any of the other accepted I.D. cards for civil service exam (refer to attached list), which is preferably valid (not expired) on exam day.

Note:

- Photocopy only of I.D. card, or cellphone photo of I.D., shall not be accepted.
- All other I.D. cards not included in the list of accepted I.D. cards/documents for civil service exam shall not be accepted.
- As a last resort, expired I.D. card may be presented for admission on examination day, provided that, the expiry date of the I.D. card is within the preceding months of the year reckoning the date of examination (or from 01 January 2022 to 23 April 2022).

If I.D. card has no date of birth, examinees should also bring original of Birth Certificate issued by the Philippine Statistics Authority, or the Local Civil Registry.

2. **HEALTH DECLARATION FORM** (pre-accomplished not earlier than one day or within 24 hours prior to exam day)

Examinees are requested to leave the temperature reading blank. The temperature of the examinee will be supplied upon going through thermal scanning at the school/testing venue main entrance on exam day.

3. **CERTIFICATE OF CONSENT** (*only if not submitted during filing of application*)
4. **PROOF OF FULL VACCINATION** i.e., Vaccination Card/Certificate in original, or digital copy (*for the fully vaccinated*),

Or

“NEGATIVE” RT-PCR/SALIVA/ANTIGEN TEST RESULT (*for the partially vaccinated, and the unvaccinated*).

Note: Fully vaccinated examinees assigned in testing centers located in local government units requiring RT-PCR/Saliva/Antigen testing shall also present a “negative” RT-PCR/Saliva/Antigen test result.

5. **BLACK BALL PEN/s** (*Note: Examinees must bring their own ball pen/s. Strictly, no borrowing of ball pen/s shall be allowed to prevent cross-contamination. Only BLACK BALL PEN shall be used in the examination. Pericils and any other kinds of pen such as gel pen, sign pen, fountain pen, friction pen, etc. including othc: colors of ball pen are not allowed.)*
6. **PERSONAL ALCOHOL/HAND SANITIZER** (not more than 100 ml in size)

Also, examinees may opt to bring water in clear/transparent container, and/or candies/biscuits, which shall be inspected by the Room Examiner/Proctor. However, drinking may only be done outside the testing room, one at a time, and only upon the approval of the Room Examiner. Hence, water containers should be placed inside examinees' bag and brought out only when drinking.

C. EXAMINEE'S GUIDE

An Examinee's Guide shall be provided to the examinees approximately a week before exam day through a link accessible in the ONSA, or as feasible via e-mail. It shall contain comprehensive information on the conduct of the examination to include guidelines and procedures to be observed before exam day, on exam day, after exam day, and other concerns.

The Examinee's Guide shall serve as the orientation/briefing material of examinees regarding the conduct of the examination. As such, it shall be the responsibility of the examinees to access, read thoroughly, and fully understand the Examinee's Guide.

Furthermore, the Examinee's Guide is intended for the exclusive use of examinees. Thus, examinees are again advised NOT to re-distribute their copy of the guide on their Facebook Page, or any other communication platforms.

C. SCOPE OF EXAMINATION AND OTHER INFORMATION

1. Scope of Examination

In English and Filipino:

- Numerical Ability
 - > word problem
 - > data interpretation
- Analytical Ability
 - > word association/analogy
 - > identifying assumptions and conclusions
 - > symbolic logic
- Verbal Ability
 - > grammar and correct usage
 - > vocabulary
 - > paragraph organization
 - > reading comprehension
- Managerial Ability
 - > leadership and management

2. Other Information

Reference		CSE-FSO
No. of Test Items	Test Proper	150
	EDQ*	10
	Total	160
Time Limit		3 hours, 5 minutes
Test Proper		8 a.m. to 11:05 a.m.
Time Required for Pre and Post Examination Activities/Documentation		Approximately one hour before and one hour after the test proper

*Examinee Descriptive Questionnaire, pertaining to personal data of examinees

Please be guided accordingly.

11 April 2022

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LIST OF ACCEPTED I.D. CARDS/DOCUMENTS FOR CIVIL SERVICE EXAM

1. Driver's License/Temporary Driver's License (*LTO O.R. must be presented together with old Driver's License; O.R. alone is not allowed*)/Student Driver's Permit;
2. Passport;
3. PRC License;
4. SSS I.D.;
5. GSIS I.D. (UMID);
6. Voter's I.D./Voter's Certification;
7. BIR/Taxpayer's I.D. (*ATM type/TIN card type with picture*);
8. PhilHealth I.D. (*must have the bearer's name, clear picture, signature and PhilHealth number*);
9. Company/Office I.D.;
10. School I.D.;
11. Police Clearance/Police Clearance Certificate (with picture);
12. Postal I.D.;
13. Barangay I.D.;
14. NBI Clearance;
15. Seaman's Book;
16. HDMF Transaction I.D.;
17. PWD I.D.;
18. Solo Parent I.D.;
19. Senior Citizen's I.D.; and
20. CSC Eligibility Card (*note: Implemented only beginning with the May 3, 2015 CSE-PPT*).

Note: *The Philippine Identification (PhilID) card issued by the Philippine Statistics Authority may be accepted as valid I.D. card for civil service exam.*