



DIVISION MEMORANDUM

No. 173, s. 2014

APR 11 2014

DOCUMENTS CONSIDERED ACCEPTABLE AS SUBSTITUTE OF THE REQUIRED DOCUMENTS FOR RANKING OF APPLICANTS FOR TEACHER-1 POSITION

To: Assistant Superintendent/OIC
Education Supervisors/Coordinators
District Supervisors/OICs/Caretakers
Elementary and Secondary School Heads

1. The field is hereby informed that the followings documents may be considered as substitute of the following requirements, as agreed during the conference of Division Selection Committee Chairs, presided by Dr. Carmelita T. Dulangon, OIC-Regional Director, DepEd VII, to wit:

- A. Voter's ID
 - proof of billing indicating the address of the payee/ applicant (water bill, electric bill, telephone bill etc.)
 - Certification from the local COMELEC that the applicant has applied for registration/ transfer of voter's registration
 - Affidavit/ certification of two disinterested persons attesting the residency of the applicants
 - Passport/drivers license/ other Government IDs that indicate the permanent address of the applicants
- B. NBI Clearance
 - official receipt of the transaction
 - print-out of online application stamped received/ signed by authorized personnel of concerned NBI Office indicating the schedule of appearance
- C. PRC ID
 - Certification issued by PRC indicating that the applicant has applied for an issuance of PRC ID and the official receipt of the transaction.

2. Immediate dissemination of this Memorandum is desired.

ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent