



MAR 31 2015

**DIVISION MEMORANDUM**

No. 187, s. 2015

**CORRIGENDUM TO DIVISION MEMORANDA NOS. 53 AND 137, S. 2015**

(Re: Announcing the Schedule of Recruitment and Selection of Applicants  
for Teacher-1 Position for SY 2015-2016)

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

1. The field is hereby informed of the following changes to Division Memoranda Nos. 53 and 137, s. 2015, to wit:

A. All applicants are directed to register to DepEd's online system at [application.deped.gov.ph](http://application.deped.gov.ph). Each registrant will be given an Application Number. This number shall be indicated in the application letter of the applicant. Those who have submitted their application letter prior to the issuance of this Order, are still required to register and to submit their application number to the Division Office. New applicants are given until April 8, 2015 to submit their application letters in schools nearest to their residence.

- B.1 The application letter shall be supported by the following documents:
- I. CSC Form 212 in two copies with the latest 2 x 2 ID picture
  - II. Certified photo copy of PRC license or a PRC certification showing the teacher's name LET rating and other information recorded in the PRC Office
  - III. Certified photo copy of ratings obtained in the LET/PBET
  - IV. Certified photo copy of transcript of records
  - V. Copies of service records, performance rating, and school clearance for those with teaching experience. If unavailable, the applicant must submit a justification citing the reason/s for unavailability
  - VI. Certificates of specialized trainings, if any
  - VII. Certified copy of Voter's ID and/ or any proof of residency as deemed acceptable by the School Screening Committee
  - VIII. NBI Clearance
  - IX. Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicants

B.2 Applicants may submit additional documents, in line with the changes of the S.Y. 2015-2016 hiring guidelines.

C. The Division Selection Committee shall be composed of the following:

**Elementary Level**

Chairman: Mr. Roseller N. Gelig, ASDS  
 Members: Mrs. Jane O. Gurrea, EPS  
 Dr. Pamela Rodemio, EPS  
 Mrs. Maria Elena Paras, Division Coordinator  
 President of the Division Parent-Teacher-Association  
 Authorized representative of an accredited teacher's union, as evidenced by the Certificate of Accreditation issued by the Civil Service Commission

**Secondary Level**

Chairman: Dr. Mary Ann Flores, EPS  
 Members: Mrs. Evelyn Balang, EPS  
 Dr. Gerardo Mantos, Division Coordinator  
 Mrs. Araceli Cabahug, Division Coordinator  
 President of the Division Parent-Teacher-Association  
 Authorized representative of an accredited teacher's union, as evidenced by the Certificate of Accreditation issued by the Civil Service Commission

D.1. The English Proficiency Test (EPT) will be administered by NETRC in Consolacion Central School, Consolacion, Cebu in two (2) batches.

Date	Testing Center	Municipality
First Batch April 10, 2015 <b>(8:00 A.M.– 10:00 P.M.)</b>	Consolacion Central School	Minglanilla, San Fernando, Sibonga, Argao, Dalaguete, Cordova, Consolacion, Liloan, Compostela, Carmen, Catmon, Sogod, Borbon, Tabogon, Medillen, Daanbantayan, Tabuelan and Tuburan
Second Batch April 10, 2015 <b>(10:00 A.M. – 12:00 P.M.)</b>	Consolacion Central School	Alcoy, Boljoon, Oslob, Santander, Samboan, Ginatilan, Malabuyoc, Alegria, Badian, Moalboal, Alcantara, Ronda, Dumanjug, Barili, Aloguinsan, Pinamungajan, Balamban, Asturias, Bantayan, Madridejos, Sta. Fe, Pilar, Tudela, Poro and San Francisco

D.2 The List of Examinees will be posted at Consolacion Central School on April 8, 2015. Applicants are also advised to be at the testing center at least 30 minutes before examination time and to bring with them their Application Number, if available, and valid Identification Card (SSS ID/ Employees ID/ Drivers License/ Voter's ID/ Passport/ Postal ID/) during the examination date on April 10, 2015.

D.3 The Division Supervisors shall serve as Supervising Examiners. Room Examiners shall be selected from the teachers of Consolacion District. Service credits of two days shall be given to teachers who will serve as Room Examiners.

E. Interview and Demonstration Teaching based on the new guidelines will be conducted on the following dates and venues:

**Elementary**

<b>Date</b>	<b>Venue</b>	<b>Municipalities</b>
April 13	Lipata Central Elementary School	First Congressional District (197)
April 14	Argao Central School	Argao (115) and Dalaguete (107)
April 15	Santander Central School	Alcoy (19), Boljoon (12), Oslob (20), Samboan (23), Santander (17), Ginatilan (16), Malabuyoc (31), Alegria (26) and Badian (39)
April 16	Dumanjug Central School 1	Ronda (22), Moalboal (65), Alcantara (31), Dumanjug (61) and Barili (74)
April 17	Balamban Central School	Aloguinsan (34), Pinamungajan (84) and Balamban (99)
April 20	Consolacion Central School	Consolacion (81) Liloan (96) and Cordova (47)
April 21	Tuburan Central School	Asturias (45), Tuburan (78), Tabuelan (25)
April 22	Sta. Fe Central School	Bantayan (85), Madridejos (57) and Sta. Fe (26)
April 23	Medellin Central School	San Remigio (82), Medellin (68) and Daanbantayan (88)
April 24	Catmon Central School	Tabogon (42), Borbon (34), Sogod (40), and Catmon (40)
April 27	Carmen Central School	Carmen (64) and Compostela (58)
April 28	San Francisco Central School	San Francisco (60), Poro, (26), Tudela (11) and Pilar (6)

## Secondary

Date	Venue	Municipalities
April 13	Minglanilla Science High School	Minglanilla (60), San Fernando (19), Sibonga (39), Argao (42) and Dalaguete (41)
April 14	Badian National High School	Alcoy (4), Boljoon (3), Oslob (11), Santander (3), Samboan (7), Ginatilan (5), Malabuyoc (6), Alegria (6), Badian (20), Moalboal (19), Alcantara (9), Ronda (7), Dumanjug (28), and Barili (44)
April 15	Buanoy National High School, Balamban, Cebu	Aloguinsan (14), Pinamungajan (40), Balamban (27), Asturias (12), Tuburan (45), and Tabuelan (13)
April 16	San Remigio NHS	San Remigio (46), Medillen (24), Daanbantayan (38), Bantayan (25), Sta. Fe (9) and Madrideojos (11)
April 17	Compostela NHS	Borbon (6), Tabogon (18), Sogod (14), Catmon (3), Carmen (29), Compostela (22), San Francisco (15), Poro (7), Tudela (7) and Pilar (3)
April 21	Consolacion NHS	Consolacion (78), Cordova (17), and Liloan (48)

- Expenses relative to the conduct of the recruitment process such as travelling expenses and per diem of the Division Supervisors, meals and snacks of the examiners during the EPT shall be charged against the Division Training Funds, subject to its availability and the usual accounting and auditing rules and regulations.
- Immediate and wide dissemination of this Memorandum is hereby directed.

**ARDEN D. MONISIT, ED.D.**  
Schools Division Superintendent

ADM/rng15

Telephone Numbers:

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Asst. Schools Division Superintendent

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(032) 520-3215 loc 102 or Fax (tel. no. 255-4678) (Mr. Roseller Gelig)

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