



JUL 14 2015

**DIVISION MEMORANDUM**

No. 419, s. 2015

**ANNOUNCING THE SECOND ROUND OF SCREENING OF  
TEACHER-1 APPLICANTS FOR S.Y. 2015 – 2016**

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

1. Pursuant to DepEd Order No. 22, s. 2015, authorizing Division Offices to conduct another round of screening of teacher-1 applicants, this Office is hereby informing the field about the schedule and procedures in the conduct of the second round of screening.

2. Only new applicants and applicants who were not included in the initial Registry of Qualified Teacher-1 Applicants (RQA) for S.Y. 2015-2016 (teacher-applicants with score 70 points up) shall be covered by this Memorandum. New applicants are advised to submit their application letter (preferably with their UAN indicated) on or before July 22, 2015 to the school head of school with teacher need or where vacancy exists, supported by the following pertinent documents, to wit:

- a. CSC Form 212 (Revised 2005) in two copies with the latest 2x2 ID picture
- b. Certified photocopy of PRC professional identification card or a PRC certification showing the teacher's name, LET rating, and other information recorded in the PRC Office
- c. Certified photocopy of ratings obtained in the Licensure Examination for Teachers (LET)/Professional Board Examination for Teachers (PBET)
- d. Certified copy of transcript of records
- e. 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.
- f. Certificates of specialized training, if any
- g. Certified copy of the Voter's ID and/or any proof of residency deemed acceptable by the School Screening Committee
- h. NBI Clearance
- i. Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant

3. Applicants who already applied for the initial round of hiring per D.O. 7, s. 2015 shall no longer resubmit their documentary requirements but may submit additional supporting documents to update their points. The additional documents shall be submitted to the school head of school they had previously applied, on or before July 22, 2015. The School Selection Committee shall retrieve their folders from the Division Office for recalibration.
4. The List of New Applicants per D.O. 22, s. 2015 shall be submitted to the Division Selection Committee through email at roy\_gelig@yahoo.com.ph, in the afternoon of July 22, 2015.
5. Pertinent documents of the new applicants and applicants per D.O. 7, s. 2015 shall be submitted to the Division Selection Committee on or before July 25, 2015.
6. The schedule of interview and demonstration teaching of new applicants will be conducted on the following dates and venues:

<b>Date</b>	<b>Municipality</b>	<b>Venue</b>
July 27, 2015	Minglanilla, San Fernando, Sibonga, Argao, Dalaguete, Boljoon, Alcoy, Oslob and Santander	Lipata Central School, Minglanilla, Cebu
July 28, 2015	Samboan, Ginatilan, Malabuyoc, Alegria, Badian, Moalboal, Alcantara, Ronda, Dumanjug, Barili, Aloguinsan, Pinamungajan, Balamban and Asturias	Lipata Central School, Minglanilla, Cebu
July 29, 2015	Tuburan, Tabuelan, San Remigio, Medellin, Daanbantayan, Bantayan, Madredijos, Sta. Fe and Tabogon	Liloan Central School, Liloan, Cebu
July 30, 2015	Borbon, Sogod, Catmon, Carmen, Compostela, Liloan, Cordova, San Francisco, Pilar, Tudela and Poro	Consolacion Central School, Consolacion, Cebu

7. The administration of English Proficiency Test (EPT) is tentatively scheduled on July 31, 2015 (Friday), 8:00 A.M. to 5:00 P.M. at Consolacion Central School, Consolacion, Cebu.
8. The following personnel of this Division are hereby designated as members of the Division Selection Committee:

<b>Designation</b>	<b>Elementary Level</b>	<b>Position</b>	<b>Secondary Level</b>	<b>Position</b>
Chairman	Roseller N. Gelig	ASDS	Mary Ann Flores	EPS
Member	Novie Mangubat	EPS	Nenita G. Jaralve	EPS
	Ma. Elena Paras	EPS	Gerardo Mantos	EPS
	Pamela A. Rodemio	EPS	Araceli Cabahug	EPS
	Violeta Gonzaga	Principal-II	Candida Purgatorio	Principal 1
	Herculane Seniedo	MT-II		MT-1
	PTA Representative		PTA Representative	

9. Expenses incurred relative to the conduct of the screening shall be charged against the Division MOOE, subject to its availability and the usual accounting and auditing rules and regulations.
10. The results of the second round of screening shall be utilized once all the teacher-applicants in the initial RQA of this Division and that of the neighboring Schools Division Offices shall have been appointed or refused to be deployed to schools
11. Immediate and wide dissemination of this Memorandum is directed.

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

ADM/rng15

Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405	Website: <a href="http://www.depedcebuprovince.com">www.depedcebuprovince.com</a>
Asst. Schools Division Superintendent:	(032) 520-3216 loc 104	E-mail Add: <a href="mailto:depedcebuprovince@yahoo.com">depedcebuprovince@yahoo.com</a>
	(032) 520-3216 loc 102 or Fax /tel. no. 236-4628	(Mr. Roseliev Gelig)
Accounting Section:	(032) 254-2632	(Mrs. Gervacia Sanchez)
Disbursing Section:	(032) 255-4401	(Ms. Ma. Teresa Peralta)
Admin/Legal:	(032) 253-7847	(Mr. Jeremy Denampo)