

Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



January 15, 2018

DIVISION MEMORANDUM
NO. 040, s. 2018

**ADDENDA TO DIVISION MEMO NO. 894, S. 2017 ENTITLED: "CLARIFICATION
REGARDING TEACHING WITHOUT PRC LICENSE"**

**TO: Assistant Superintendents
Chiefs/EPSS/Coordinators/SEPSs/ EPS IIs
Public Schools District Supervisors/OICs
Secondary/Elementary/Integrated School/s Heads/TICs
All Others Concerned**

1. As stipulated in the **9th paragraph** of the above-cited Memorandum dated 28 December 2017, the deadline on the submission of the photocopy of the appointment papers of those teachers who were hired without a **valid PRC license or eligibility** was on **January 12, 2018** but since there were only nine (9) appointment papers submitted from the different schools/districts, the deadline is hereby **extended to January 19, 2018 (Friday)**.

2. There were informal reports from the fields that there are teachers who will not submit their **spurious or questionable appointment papers** because these will be used by the **Division Office** as evidences against them. In this regard, a **stern warning** is hereby given to principals/school heads and district supervisors not to act as an **accomplice or accessory/ies** to the **shenanigans committed** by the previous or some **unscrupulous employees** in the Division, but instead everyone in the fields should observe **honesty, good faith and contribute** his/her share in finding a solution to this problem.

3. Reminder is also hereby given to the principals/school heads, district supervisors and any employee in the fields that any act to **harbor, connive or collude** to an illegal act constitutes gross neglect of duty that carries the administrative sanction of **dismissal from the service** (even for the first offense) without prejudice to further **criminal prosecution** after observance of due process to the concerned individual/s.

4. As announced or discussed during the **December 2017 EXECON**, there were around 90 teachers in the South and more than 120 employees/teachers in the North who still need to be reappointed upon submission of their **original Transcript of Records, valid PRC licenses/IDs or board ratings/certificate of good standing** and other necessary documents but as of this time only around 30 teachers started to comply, in this regard, please consider this **Memo** as the **final notice** to those group of teachers/employees. They are given **15 working days** to submit the required documents. After the lapse of the **15-day period**, the Office will be forced to the ask the **Accounting Section or Regional Office** to impound or hold the **salaries of those teachers** pending submission of the necessary documents (Refer to Div. Memo No. 500, s. 2017 for the listing or contact the HR Section for the accurate list).



5. There are now informal reports from the fields that some of these employees who were promoted to **Teacher III, Master Teachers or even School Heads/Administrators** were using **transcript of records as regards to their masteral or doctorate degrees from bogus colleges or universities**, that is why they are hesitant to submit the original transcript of records for their reappointment.

6. This is to inform the fields that if the teacher is promoted to a **Master Teacher** using her **master's degree** from an **unaccredited/not a CHED recognized or bogus university** (e.g., a certain college/university from **Mandaue City or Bohol**), the teacher/employee should be given **due process** before the imposition of any administrative sanction. Beneficiaries of this scenario or circumstance are **advised to tell the truth** as early as possible to **mitigate the situation** and **appropriate solution** can be undertaken by the Division Office. Any **act of hiding the truth** constitutes an **aggravating circumstance** in which after due process or investigation, if the teacher or employee is found out to have committed the deliberate act of **concealing the truth** being a recipient of a spurious or illicit appointment or such other analogous act, the maximum administrative sanction commensurate to the **GRAVITY OF THE OFFENSE** must be **STRICTLY imposed**.

7. In this regard, principals, district supervisors and/or any teacher/employee in the Division is encouraged to report incidents of spurious appointments or promotions that happened in the past **(as stated in paragraph 6)**.

8. Teachers and/or any employee who has the knowledge of any spurious appointments or promotions using **bogus transcript of records** from colleges/universities may send anonymous information or messages via email at: **v_ybanez@yahoo.com**. The name of the teacher or employee who is a beneficiary of any spurious appointment or promotion may not be mentioned in the message, **only the name of the school or district is needed**.

9. **Wide dissemination of and strict compliance of this Memorandum is hereby directed.**


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