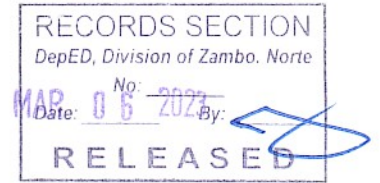




Republic of the Philippines
Department of Education
 REGION IX
 SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



March 6, 2023

Division Memorandum
 No. 73 s. 2023

CALL FOR APPLICANTS FOR VACANT SCHOOL ADMIN AND TEACHING-RELATED AND LEVEL 2 NONTEACHING POSITIONS IN DEPED, DIVISION OF ZAMBOANGA DEL NORTE

**To: Public Schools District Supervisors
 School Heads for Elementary and Secondary Level
 All Others Concerned**

1. The Schools Division of Zamboanga del Norte invites all interested and qualified applicants for the following positions:

Vacant Positions	Item Number	School/District Assignment	No. of Items	CSC Prescribed Qualification
Elementary				
School Principal-II	OSEC-DECSB-SP2-570017-2012	Salug II District	1	Education: BEED; or Bachelor's degree with 18 unit of professional education units+ 6 units of Management Training: 40 hours of relevant training Experience: 1 year as Principal Eligibility: RA 1080 (Teacher)
Master Teacher-II	OSEC-DECSB-MTCHR2-570417-1998	Godod District	2	Education: BEED or Bachelor's degree plus 18 professional units in Education; and 24 units for a Master's degree in Education or its equivalent Training: 4 hours of relevant training Experience: 1 year as Master Teacher-I or 4 years as Teacher-III Eligibility: PBET; Teacher
	OSEC-DECSB-MTCHR2-570425-1998	Labason District		
Master Teacher-I	OSEC-DECSB-MTCHR1-570050-2011	Roxas II District	5	Education: BEED or Bachelor's degree plus 18 units in Education ;and 18 units for a Master's Degree in Education or its equivalent
	OSEC-DECSB-MTCHR1-570047-2014	Kalawit District		





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	OSEC-DECSB-MTCHR1-571635-1998	Labason District		Training: None required Experience: 3 years relevant experience Eligibility: PBET;Teacher
	OSEC-DECSB-MTCHR1-570056-2012	Godod District		
	OSEC-DECSB-MTCHR1-570035-2007	Gutalac I District		
Head Teacher-II	OSEC-DECSB-HTEACH2-570113-1998	Liloy District	1	Education: Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units Training: 24 hours of relevant training Experience: HT for one (1) year;or TIC for one (1) year;or Teacher for four (4) years Eligibility: PBET;Teacher
Head Teacher-I	OSEC-DECSB-HTEACH1-570044-2008	Roxas I District	1	Education: Bachelor's Degree in Elementary Education;or Bachelor's Degree with 18 professional education units Training: 24 hours of relevant training Experience: TIC for 1 year;or Teacher for 3 years Eligibility: PBET;Teacher
Secondary- JHS				
School Principal-I	OSEC-DECSB-SP1-570573-2010	Canuto Enerio NHS,Gutalac I District	1	Education: Bachelor's degree in Secondary Education;or Bachelor;s degree with 18 units + 6 units of Management Training: 40 hours of relevant training Experience: HT for 1 year;or TIC for 2 years;MT for 2 years;Teacher for 5 years Eligibility: RA 1080 (Teacher)
Master Teacher-I	OSEC-DECSB-MTCHR2-570005-2017	Siari John H. Rhoemer Memorial NHS, Sindangan North	2	Education: BSED or Bachelor's degree plus 18 units in Education with appropriate major;and 18 units for a Master's Degree in Education or its equivalent. Training: None required Experience: 3 years relevant experience Eligibility: PBET;Teacher
	OSEC-DECSB-MTCHR1-570009-2018	Gutalac NHS, Gutalac II District		





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Head Teacher-I	OSEC-DECSB- HTEACH1- 570019-2012	Bacong NHS, Salug II District	1	Education: BSED; or Bachelor's Degree with 18 professional education units with appropriate field of specialization Training: 24 hrs. of relevant training Experience: TIC for 1 year; or Teacher for 3 years Eligibility: PBET; Teacher
For guidance as to the criterion and computation of points: <i>School Admin Reference: DO 42 s.,2007 THE REVISED GUIDELINES ON SELECTION, PROMOTION AND DESIGNATION OF SCHOOL HEAD</i> <i>MT Reference: MEC 10 s.1979 IMPLEMENTING RULES AND REGULATIONS FOR THE SYSTEM OF CAREER PROGRESION FOR PUBLIC SCHOOL TEACHERS</i>				
Level 2 Nonteaching				
Guidance Counselor-II	OSEC-DECSB- GUIDC2-570055- 2016	Division Office- SHS Sibutad	3	Education: Bachelor's degree in Guidance and Counseling or any allied discipline Training: None Required Experience: None Required Eligibility: RA 1080 (Guidance Counselor)
	OSEC-DECSB- GUIDC2-570056- 2016	Division Office- SHS Polanco		
	OSEC-DECSB- GUIDC2-570057- 2016	Division Office- SHS		
For guidance as to the criterion and computation of points: <i>Reference: DO 66 s.,2007 REVISED GUIDELINES ON THE APPOINTMENT AND PROMOTION OF OTHER TEACHING, RELATED TEACHING AND NON-TEACHING POSITIONS</i>				

2. All interested and qualified applicants should signify their interest in writing. Applicants are advised to submit **sequenced and organized pertinent documents per applicable checklist in a folder with complete tabbing and page numbering.** (See Enclosure No. 2 of this division memorandum). The applicants assume full responsibility and accountability for the authenticity and veracity of the documents submitted, as evidenced by the Omnibus Sworn Statement duly signed by the applicant. Any false and fraudulent document submitted shall be grounds for disqualification per DepEd Order (No. 19 s.2022).

3. Qualified applicants are advised to follow the procedure for submission of application as stated:

3.a Obtain Division Unique Applicant Number (DUAN) by creating initial registration of application through ***depedzn.net*** or ***depedzn.net/application***.

3.b Click the ***New Application*** tab and select the desired job position by clicking the ***Apply Now*** tab.

3.c Print out the initial registration form by clicking ***View Application>Print Applicant Profile*** tabs and attach as top sheet of the application documents.

3.d Submit your application to the Personnel Section, this division.






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4. The division Information Technology Officer (ITO) together with the HRMPSB Secretariats are enjoined to serve as the central ICT team during the conduct of BEI and comparative assessment.
5. All documents of interested applicants must be submitted to the Division Office - Personnel Section on or before **March 13, 2023**. Pursuant to *DO 19 s.2022*, failure to submit mandatory documentary requirements on the set deadline shall not be included in the pool of official applicants. No further documents shall be accepted after the deadline.
6. Conduct of Initial Assessment and Document Evaluation by Division Document Evaluators Committee (DDEC) shall be on **March 16 to 17, 2023**.
7. Conduct of face to face Behavioral Events Interview (BEI), skills test and comparative assessment by Division Human Resource Merit Promotion and Selection Board (HRMPSB) for level 2 positions shall be on **March 20-22 and, 27, 2023**. Further details will be announced in a separate division advisory. Applicants are advised to bring original copies of documents submitted during the said interview.
8. Pursuant to DepEd Order No. 19 s. 2022 "*DepEd Merit and Selection Plan*", the school/district heads where the vacancy exists and representative of accredited employee's association listed in the attached Enclosure No.1 of this division memorandum, are directed to join the Division HRMPSB for level 2 positions during the conduct of BEI and comparative assessment.
9. This memorandum is to be posted in at least three conspicuous places in schools and/or districts.
10. The Schools Division of Zamboanga del Norte adheres to the Equal Employment Opportunity Principle (EEOP), thus, there will be no discrimination in the selection of employees on account of age, sex, sexual orientation, gender identity, civil status, disability, religion, ethnicity, or political affiliation (2017 ORAOHRA), Rule IX, Sec.83)
11. For information, guidance and compliance.

For the Schools Division Superintendent:


JUDITH V. ROMAGUERA CESO VI
Assistant Schools Division Superintendent
In-Charge of Office

Encl: As stated

SGV/PS/ CALL FOR APPLICANTS
02/03062023



Address: Capitol Drive, Estaka, Dipolog City 7100
Email: zn.division@deped.gov.ph
FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843
Website: www.depedzn.net



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Enclosure No. __ of DM No. _____ s. 2023

List of District/School Heads with vacancies:

Name	Position	District
Jennifer T. Bulanon	PSDS	Godod District
Benedicto Tomales	PSDS	Roxas II District
Elisar M. Gapol	PSDS	Kalawit District
Mary Jean P. Acedo	PSDS	Labason District
Julia R. Ordi	PSDS	Gutalac I District
Antonio T. Acedo	PSDS	Roxas I District
Judith L. Pepito	PSDS	Sindangan North
Danilo Alga	PSDS	Gutalac II District
Elda L. Evangelista	PSDS	Salug II District

List of Representatives of Accredited Employee Association:

Name	Position	Association
Mary Antoniette E. Wahing	MT-II	Elementary Teachers Association
Felizardo G. Gayapa Jr	MT-I	Secondary Teachers Association
Gerardo Montilla Jr	P-IV	NASSPHIL President
Policarpo Dionaldo	P-III	PESPA President
Robert Poculan III	SEPS	NEU President DepEd ZN Charter

List of Central ICT:

Name	Position	Office
Julius Belagantol	ITO	ICT, SDO
Aries Mark DR Nogas	ADA VI	Personnel Section, SDO
Shammah Grace B. Velasco	ADAS II	Personnel Section, SDO
Shiela Deloria	ADAS III	Personnel Section, SDO





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Enclosure No. 2 of DM No. ____ s. 2023

**CHECKLIST OF REQUIREMENTS FOR
HEAD TEACHER AND SCHOOL PRINCIPAL
(Reference: DO No. 42, s. 2007)**

Name of Applicant: _____
DUAN : _____
Position Applied For: _____ Office (where the vacancy exists): _____
Division Memo No.: _____ Contact Number: _____
Ethnicity: _____ Religion: _____
Person with Disability: Yes () No () Solo Parent: Yes () No ()

Instruction: Initial assessment of documents should be done by the Personnel Section in the presence of the applicant for the position. A photocopy of this accomplished checklist should be provided to the applicant.

BASIC REQUIREMENTS	Status of Submission (To be filled-out by the applicant; Check if submitted)	Verification (To be filled-out by the HRMO/HR Office/sub-committee)	
		Status of Submission (Check if complied)	Remarks
I. Omnibus Certification <ul style="list-style-type: none"> Omnibus Sworn Statement and Certification/Waiver pursuant to Data Privacy Act; 			
II. Letter of Intent <ul style="list-style-type: none"> Letter of Intent addressed to Head of Office 			
III. Fully Accomplished PDS with recent passport-sized picture (CSC Form 212, revised 2017) and work experience sheet which can be downloaded at www.csc.gov.ph			
IV. One (1) Authenticated Photocopy of valid and updated PRC License/ID and Photocopy of Certificate of Eligibility/ Report of Rating			
REQUIRED DOCUMENT/S PER CRITERION			
A. Performance Rating <ul style="list-style-type: none"> Certification of Performance Rating for the Last Three Years duly signed by Administrative Officer Helen Tangon 			
B. Experience <ul style="list-style-type: none"> Latest Service Record signed by HRMO Latest Approved Appointment 			
C. Outstanding Accomplishments			
a. Outstanding Employee Award <ul style="list-style-type: none"> Certificate of Recognition/Plaque/Trophy and other MOVs of the award received. 			
b. Innovations <ul style="list-style-type: none"> Report of the innovation duly approved by superior DepEd Official/s corroborated by at least 3 Department Heads/Master Teacher teachers stating the positive impact of the innovation in the performance of the school with attachments (project proposal, pictures, sample output of the innovation, etc) 			
c. Research and Development Projects			



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<ul style="list-style-type: none"> A copy of the completed research evaluated/accepted by School/District/Division Research Committee, whichever is applicable. 			
<p>d. Publication/Authorship</p> <ul style="list-style-type: none"> A copy of the published book/with ISBN or a copy of the module/storybook quality assured, validated and certified by the Division LRMDs or Division Learning Area Supervisor; or A copy of newspaper/magazine of wide circulation where authored article on education was published. 			
<p>e. Consultant/Resource Speaker in Trainings/Seminars/Workshops/Symposia</p> <ul style="list-style-type: none"> Certificates (Authenticated by School Principal or PSDS) 			
<p>D. Education and Training</p>			
<p>D. Education</p> <ul style="list-style-type: none"> Authenticated Transcript of Records (at least MAED-CAR) 			
<p>D.b Training, any of the following</p> <ul style="list-style-type: none"> 3 certificates of participation in a training of at least 3 days each certificate in a district or division or region level 1 certificate of participation in a training of at least 3 days in a national or international level Certificate of Recognition as chair or co-chair in a technical/planning committee 			

C (Complied) – documents meet the requirements in terms of veracity, authenticity and completeness.

NC (Not complied) – documents do not meet the requirements in terms of veracity, authenticity and completeness.

AGREEMENT

All lacking/required documents shall be submitted on or before _____. If applicant fails to submit the lacking documents on the agreed date, non-compliance shall constitute waiver/withdrawal of application.

Signed on the _____ day of _____, 2023.

 Printed Name of Applicant

 Signature over

 Signature Over Printed Name of DSC/SSC Chair or Representative

CERTIFICATION

To the Division HRMPSE:

This is to certify that the documents of the above-named applicant for HT___/SP ___ have been screened by this committee and have been forwarded as:

____ COMPLETE ____ INCOMPLETE (failed to comply on the agreed date)

Signed on this ____ day of _____, 2023.

 DSC/SSC Chairperson

Members:

Conformé: _____

Date: _____

Applicant's Signature Over Printed Name

Note: If applicant fails to sign in the conformé, please state reason, i.e. *failed to appear on the agreed date*. This checklist must be submitted with the folder of the applicant.



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Republic of the Philippines
Department of Education
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SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

OMNIBUS SWORN STATEMENT

CERTIFICATION OF AUTHENTICITY AND VERACITY

I hereby certify that all information above is true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

DATA PRIVACY CONSENT

I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

Name and Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, year _____.

Person Administering Oath

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000 ", (e)electronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w)here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference.

SGV/PS/CHECKLIST OF REQUIREMENTS FOR HEAD TEACHER AND SCHOOL PRINCIPAL /
01/03006023



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Enclosure No. 3 of DM No. ____ s. 2023

**CHECKLIST OF REQUIREMENTS FOR PROMOTION TO TEACHER II and III,
 RELATED-TEACHING
 and HIRING AND PROMOTION of NONTEACHING POSITIONS
 (Reference: DO 66, s. 2007)**

Name of Applicant: _____
 DUAN : _____
 Position Applied For: _____ Office (where the vacancy exists): _____
 Division Memo No.: _____ Contact Number: _____
 Ethnicity: _____ Religion: _____
 Person with Disability: Yes () No () Solo Parent: Yes () No ()

Instruction: Initial assessment of documents should be done by the SPSS or DPSS in the presence of the applicant for the position. A photocopy of this accomplished checklist should be provided to the applicant.

BASIC REQUIREMENTS	Status of Submission (To be filled-out by the applicant; Check if submitted)	Verification (To be filled-out by the HRMO/HR Office/sub-committee)	
		Status of Submission (Check if complied)	Remarks
I. Omnibus Certification <ul style="list-style-type: none"> Omnibus Sworn Statement and Certification/Waiver pursuant to Data Privacy Act; 			
II. Letter of Intent <ul style="list-style-type: none"> Letter of Intent addressed to Head of Office; 			
III. Fully Accomplished PDS with recent passport-sized picture (CSC Form 212, revised 2017) and work experience sheet which can be downloaded at www.csc.gov.ph			
IV. One (1) Authenticated Photocopy of valid and updated PRC License/ID and Photocopy of Certificate of Eligibility/ Report of Rating			
REQUIRED DOCUMENT/S PER CRITERION			
A. Performance Rating <ul style="list-style-type: none"> Certification of Performance Rating for the Last Three Years duly signed by Administrative Officer Helen Tangon (SY 2018-2019; 2019-2020;2020-2021) 			
B. Experience <ul style="list-style-type: none"> Certificate of Employment and/or Duly Signed Service Record, whichever is/are applicable. Latest Approved Appointment 			
C. Outstanding Accomplishments			
a. Outstanding Employee Award <ul style="list-style-type: none"> Certificate of Recognition/Plaque/Trophy and other MOVs of the award received. 			
b. Innovations <ul style="list-style-type: none"> Report of the innovation duly approved by a DepEd Official and corroborated by at least 3 teaching/non-teaching/teaching-related personnel, whichever is applicable, stating the positive impact of the 			





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innovation in the performance of the school with attachments (project proposal, pictures, sample output of the innovation, etc)			
c. Research and Development Projects <ul style="list-style-type: none"> A copy of the completed research evaluated/ accepted by School/District/Division Research Committee, whichever is applicable. 			
d. Publication/Authorship <ul style="list-style-type: none"> A copy of the published book/with ISBN or a copy of the module/storybook quality assured, validated and certified by the Division LRMSD or Division Learning Area Supervisor; or A copy of newspaper/magazine of wide circulation where authored article on education was published. 			
e. Consultant/Resource Speaker in Trainings/Seminars/Workshops/Symposia <ul style="list-style-type: none"> Certificates (Authenticated by School Principal or PSDS) 			
D. Education <ul style="list-style-type: none"> Authenticated Transcript of Records (at least MAED-CAR) 			
E. Training, any of the following <ul style="list-style-type: none"> 3 certificates of participation in a training of at least 3 days in a district or division or region level 1 certificate of participation in a training of at least 3 days in a national or international level Certificate of Recognition as chair or co-chair in a technical/planning committee 			

Remarks: C (Complied) – documents meet the requirements in terms of veracity, authenticity and completeness.
NC (Not complied) – documents do not meet the requirements in terms of veracity, authenticity and completeness.

AGREEMENT

All lacking/required documents shall be submitted on or before _____. If applicant fails to submit the lacking documents on the agreed date, non-compliance shall constitute waiver/withdrawal of application.

Signed on the _____ day of _____, 2023.

 Signature over Printed Name of Applicant

 Signature Over Printed Name of DSC/SSC Chair or Representative

CERTIFICATION

To the Division HRMP SB:

This is to certify that the documents of the above-named applicant for HT____/SP ____ have been screened by this committee and have been forwarded as:
 _____ COMPLETE _____ INCOMPLETE (failed to comply on the agreed date)

Signed on this ____ day of _____, 2022.

 DSC/SSC Chairperson

Members:

Conformé: _____

Date: _____

Applicant's Signature Over Printed Name

Note: If applicant fails to sign in the conformé, please state reason, i.e. *failed to appear on the agreed date*. This checklist must be submitted with the folder of the applicant.



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 SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

OMNIBUS SWORN STATEMENT

CERTIFICATION OF AUTHENTICITY AND VERACITY

I hereby certify that all information above is true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

DATA PRIVACY CONSENT

I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

 Name and Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, year _____.

Person Administering Oath

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e)electronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w)here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference.





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Enclosure No. 4 of DM No. _____ s. 2023

CHECKLIST OF REQUIREMENTS FOR MASTER TEACHERS
 (Reference: MECS ORDER NO. 10, S. 1979 and DECS ORDER NO. 57, S. 1997)

Name of Applicant: _____
 DUAN : _____
 Position Applied For: _____ Office (where the vacancy exists): _____
 Division Memo No.: _____ Contact Number: _____
 Ethnicity: _____ Religion: _____
 Person with Disability: Yes () No () Solo Parent: Yes () No ()

Instruction: Initial assessment of documents should be done by the Personnel Section in the presence of the applicant for the position. A photocopy of this accomplished checklist should be provided to the applicant.

BASIC REQUIREMENTS	Status of Submission (To be filled-out by the applicant; Check if submitted)	Verification (To be filled-out by the HRMO/HR Office/sub-committee)	
		Status of Submission (Check if complied)	Remarks
I. Omnibus Certification <ul style="list-style-type: none"> Omnibus Sworn Statement and Certification/Waiver pursuant to Data Privacy Act; 			
II. Letter of Intent <ul style="list-style-type: none"> Letter of Intent addressed to Head of Office 			
III. Fully Accomplished PDS with recent passport-sized picture (CSC Form 212, revised 2017) and work experience sheet which can be downloaded at www.csc.gov.ph			
IV. One (1) Photocopy of valid and updated PRC License/ID			
V. Performance Rating for the Last Three Years duly signed by Administrative Officer Helen Tangon (SY 2017-2018; SY 2018-2019; 2019-2020)			
VI. Latest Service Record signed by HRMO			
VII. Duly Authenticated Copy of Transcript of Records			
VIII. Approved General School Program or SF 7			
DOCUMENTS FOR LEADERSHIP, POTENTIAL and ACCOMPLISHMENT			
a. Introduced any of the following which has been ADOPTED or USED by the school or district. <ul style="list-style-type: none"> Report on the use of the curriculum or instructional materials/effective teaching techniques or strategies/simplification of work/income generating project submitted to the School Head and corroborated by at least 3 teachers with attachments (lesson plans, pictures, outputs, instructional materials, etc.) 			



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<p>b. Served efficiently and effectively as subject coordinator, grade chairman for at least 1 year, or as adviser of school publication or organization for 2 years.</p> <ul style="list-style-type: none"> Accomplishment report signed by School Principal and corroborated by at least 3 teachers of the department or grade level with the following attachments (pictures, designation/certification with inclusive dates, school paper for school publication adviser) 			
<p>c. Served as chairman of a special committee* such as curriculum study committee, committee to prepare instructional materials, committee to prepare school program**, and discharged the work efficiently.</p> <ul style="list-style-type: none"> Report of activities as chairman of the committee signed by the School Principal and corroborated by at least three members of the committee with attachments (any applicable MOV such as sample instructional materials, etc) 			
<p>d. Initiated or headed an educational research activity duly approved by the educational authorities either for improvement of instruction, for community development or teacher welfare.</p> <ul style="list-style-type: none"> A copy of a completed research evaluated/accepted by School/District/Division Research Committee, whichever is applicable. 			
<p>e. Coordinator of community project or activity or of a program of another agency or coordinator of a rural service improvement activity in a community such as feeding, nutrition, agro-industrial fairs, etc. at least two years.</p> <ul style="list-style-type: none"> Report signed by the head where said project/activity was conducted corroborated by at least three members of the agency/community/barangay with the following attachments (Certification as coordinator or member where said project/activity, program or schedule of activities, picture, etc. 			
<p>f. Organized/managed an in-service activity or other similar activity at least on the school level. (Note: pax should be teachers or other school personnel)</p> <ul style="list-style-type: none"> Activity/Training Completion Report submitted to the School Principal corroborated by at least 3 teachers with attachments (approved activity/training proposal, training matrix, attendance sheets of participants, pictures) 			
<p>g. Credited with meritorious award achievements such as coach of contestants who receive prizes, commendations or any form of recognition/ Athletic coach of athletes or teams who won prizes/Coordinator of Boy Scout or Girl Scout Activities.</p> <ul style="list-style-type: none"> Certificate, plaque or any MOV reflecting the name of the teacher as trainer/coach with the name of contestant/athletes and the prize won; or Designation as Boy/Girl Scout Coordinator with report of BSP/GSP activity conducted at least in the school submitted to the Principal and corroborated by at least 3 teachers. 			
<p>h. Authorship</p> <ul style="list-style-type: none"> A copy of the published book/with ISBN or a copy of the module/storybook quality assured, validated and certified by the Division LRMDs or Division Learning Area Supervisor; or A copy of newspaper/magazine of wide circulation where authored article on education was published. 			





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IX. DEMONSTRATION TEACHING <ul style="list-style-type: none"> • Certificate of Recognition as Demo Teacher with other MOVs (Lesson Plan utilized in the demonstration teaching, learners' outputs, pictures during the demo, attendance sheets, etc) 			
--	--	--	--

C (Complied) – documents meet the requirements in terms of veracity, authenticity and completeness.

NC (Not complied) – documents do not meet the requirements in terms of veracity, authenticity and completeness.

AGREEMENT

All lacking/required documents shall be submitted on or before _____. If applicant fails to submit the lacking documents on the agreed date, non-compliance shall constitute waiver/withdrawal of application.

Signed on the _____ day of _____, 2022.

 Signature over Printed Name of Applicant

 Signature Over Printed Name of DSC/SSC

 Chair or Representative

CERTIFICATION

To the Division HRMPSB:

This is to certify that the documents of the above-named applicant for HT____/SP ____ have been screened by this committee and have been forwarded as:
 _____ COMPLETE _____ INCOMPLETE (failed to comply on the agreed date)

Signed on this _____ day of _____, 2022.

 DSC/SSC Chairperson

Members:

Conformé: _____

Date: _____

Applicant's Signature Over Printed Name

Note: If applicant fails to sign in the conformé, please state reason, i.e. *failed to appear on the agreed date*. This checklist must be submitted with the folder of the applicant.



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Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

OMNIBUS SWORN STATEMENT

CERTIFICATION OF AUTHENTICITY AND VERACITY

I hereby certify that all information above is true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

DATA PRIVACY CONSENT

I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

Name and Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, year _____.

Person Administering Oath

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e)electronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w)here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference

