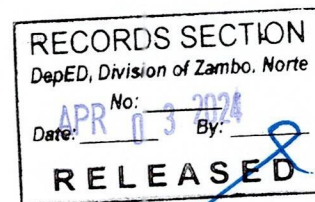




Republic of the Philippines
Department of Education



Office of the Schools Division Superintendent

Division Advisory No. 36 s. 2023

April 4, 2024

In compliance with Office Memorandum No. 03 s. 2023
This advisory is issued not for endorsement per DO 28, s. 2001,
But only for the information of DepEd officials,
Personnel/staff, as well as the concerned public.
(Visit www.depedzn.net)

**MATRIX OF ACTIVITIES FOR DIVISION ORIENTATION ON THE PROCESS OF
ASSESSMENT AND HIRING GUIDELINES FOR THE SCREENING COMMITTEE
WITH PSDS AND AO II HRMPSB DESIGNATE
AND DIVISION ORIENTATION FOR TEACHER I APPLICANTS**

This has reference from **Division Memorandum No. 200, s. 2024**, dated March 27, 2024, re: Administrative Officer II (AOII) Designate for HRMPSB Activities and **Division Memorandum No. 207 s. 2024**, re: Recruitment and Selection of teacher I for Elementary, Junior High School (JHS) and Senior High School (SHS) in DepEd Division of Zamboanga del Norte.

Please be advised on the respective matrix of activities for the Division Orientation on the Process of Assessment and Hiring Guidelines for the Screening Committee with the respective Public School Division Supervisor (PSDS) and Administrative Officer II (AO II) Designate for HRMPSB Activities, under enclosure no. 1, scheduled on April 04, 2024 at 9:00am to 12:00 NN via MsTeams (depedzn.net/link/ZNRQA2024).

Furthermore, enclosed in enclosure no. 2 is the matrix of activities for the Division Orientation for Teacher-I applicants, scheduled on April 05, 2024 at 9:00am to 12:00NN via Facebook Live thru the Official Facebook Page- DepEd Tayo- Schools Division of Zamboanga del Norte.

Immediate dissemination of the advisory is desired.

ASDS/tst/hrmpsb/MatrixOfActivities/
04-03-24



Republic of the Philippines
Department of Education

Enclosure no. 1

MATRIX OF ACTIVITIES

**DIVISION ORIENTATION ON THE PROCESS OF ASSESSMENT AND HIRING
 GUIDELINES FOR THE SCREENING COMMITTEE WITH PSDS AND AO II
 HRMPSB DESIGNATE**

April 04, 2024

9:00AM-12:00NN

via Msteams (depedzn.net/link/ZNRQA2024)

TIME	ACTIVITY	PERSON/S IN-CHARGE
9:00AM-9:10AM	PRELIMINARIES (NATIONAL ANTHEM, OPENING PRAYER)	HRMPSB SECRETARIAT
9:10AM-9:30AM	WELCOME MESSAGE AND STATEMENT OF PURPOSE	JOY E. LETRAN-SINGSON CES-SGOD/HRMPSB VICE CHAIRPERSON
9:30AM-9:45AM	PRESENTATION OF THE NEW HRMPSB MEMBERS	SHELAMAE DAYAPDAPAN AO-II/HRMPSB HEAD SECRETARIAT
ORIENTATION PROPER		
9:45AM-10:00AM	LIST OF DOCUMENTS TO BE SUBMITTED	SHELAMAE DAYAPDAPAN AO-II/HRMPSB HEAD SECRETARIAT
10:00AM-10:30AM	DIVISION UNIQUE APPLICATION NUMBER (DUAN)	JULIUS O. BELAGANTOL ITO
10:30AM-11:00AM	DUTIES AND RESPONSIBILITIES OF DIVISION SELECTION COMMITTEE (DSC)	HELEN E. TANGON AOV/HRMPSB MEMBER
11:00:AM-11:30AM	SCHEDULE OF ACTIVITIES	MARYLYNNE B. BAYRON AO IV HRMO/ HRMPSB MEMBER
11:30AM-11:45AM	Q & A	HRMPSB MEMBERS
11:45-12:00NN	WAYS FORWARD	ROBERT I. POCULAN III SEPS HRD/ HRMPSB MEMBER

-----**END**-----

Master of Ceremonies: Tedee S. Tabilon





Republic of the Philippines
Department of Education

Enclosure no. 2

MATRIX OF ACTIVITIES

DIVISION ORIENTATION FOR TEACHER I APPLICANTS

April 05, 2024
9:00AM-12:00NN

Via Facebook Live

Facebook Page -DepEd Tayo- Schools Division of Zamboanga del Norte

TIME	ACTIVITY	PERSON/S IN-CHARGE
9:00AM-9:10AM	PRELIMINARIES (NATIONAL ANTHEM, OPENING PRAYER)	HRMPSB SECRETARIAT
9:10AM-9:30AM	WELCOME MESSAGE AND STATEMENT OF PURPOSE	JOY E. LETRAN-SINGSON CES-SGOD/HRMPSB VICE CHAIRPERSON
ORIENTATION PROPER		
9:30AM-10:00AM	LIST OF DOCUMENTS TO BE SUBMITTED	SHELAMAE DAYAPDAPAN AO-II/HRMPSB HEAD SECRETARIAT
10:00AM-10:30AM	DIVISION UNIQUE APPLICATION NUMBER (DUAN)	JULIUS O. BELAGANTOL ITO
10:30AM-11:00AM	SCHEDULE OF ACTIVITIES	HELEN E. TANGON AOV/HRMPSB MEMBER
11:00AM-11:30AM	SELECTION PROCESS FOR TEACHER I	ERVIE A. ACAYLAR EPS/HRMPS MEMBER
11:30AM-11:45AM	Q & A	HRMPSB MEMBERS
11:45-12:00NN	WAYS FORWARD	RAYMOND M. SALVADOR ASDS/HRMPSB CHAIRPERSON

-----**END**-----

Master of Ceremonies: Aries Mark D.R. Nogas



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Website: www.depedzn.net

FB: DepEd Tayo- Schools Division of Zamboanga del Norte