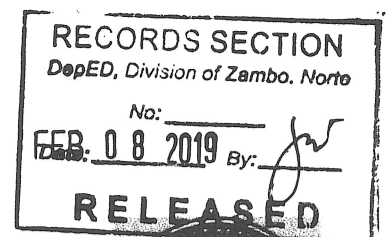




Republic of the Philippines
DEPARTMENT OF EDUCATION
Zamboanga Peninsula, Region IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



DIVISION MEMORANDUM
No. 001, s.2019

To: Assistant Schools Division Superintendents
Chief- Curriculum and Instruction Division
Public Schools District Supervisors
Elementary and Secondary School Heads
All others concerned

From: Office of the Schools Division Superintendent

Subject: **RECRUITMENT AND SELECTION OF TEACHER APPLICANTS IN THE ELEMENTARY, SECONDARY AND SENIOR HIGH SCHOOL FOR SY 2019-2020**

Date: February 4, 2019

1. In response to the mandate of the Department and to ensure smooth and efficient conduct of the screening and selection process of teacher applicants, this Division is announcing its schedule of activities for this purpose pursuant to the "Hiring Guidelines for Teacher I Positions" as stipulated in DO No. 7, s. 2015 for the Elementary and Junior High School, DO No. 50, s. 2016 for IP applicants and DO No3, s. 2016 for Senior High School.
2. All applicants must strictly adhere to the requirements provided in the aforementioned Department Orders and must submit their documents to the schools where they intend to teach.
3. Each School Screening Committee must immediately assume their roles and functions as provided in the guidelines and is deemed responsible for the submission of documents and data to the Division Selection Committee.
4. The Division Selection Committee is composed of the following;

ELEMENTARY

Chairperson: Lourma I. Poculan -OIC-ASDS
Members: Arcelita B. Zamoras -EPS- 1
Grace T. De la Cruz -EPS- 1
Leynie Boy G. Bellino -EPS-1
Policarpo T. Dionaldo -P- II, PESPA President

JUNIOR & SENIOR HIGH SCHOOL

Chairperson: Filma B. Catalan -OIC- ASDS
Members: Antonio R. Liao -EPS-1
Mickrel N. Duller -EPS-1
Ervie A. Acaylar -EPS- 1
Gerardo R. Montilla Jr.-P-IV, NAPSSHI President

ELEMENTARY AND SECONDARY under DO 50, s. 2016

Chairperson: Lourma I. Poculan -OIC-ASDS
Members: Evelyn C. Labad, -EPS-1 - IPEd Focal
Ismael K. Yusoph - EPS-1
Bezer B. Crampatanta - EPS-1
Grace T. De la Cruz -EPS-1
Policarpo T. Dionaldo -P-11, PESPA President

5. The timeline of the selection process is hereunder provided for strict adherence:

DATE	ACTIVITY
January 3- February 1, 2019	- Announcement and acceptance of applications by school heads/TICs. - Verification and validation of documents by the School Screening Committee.
February 4-11, 2019	- Submission of list of applicants with home address and contact numbers. - Submission of reports/data/validated documents
February 14- March 6, 2019	- Demonstration Teaching and Interview of applicants by Congressional District
March 7- April 8, 2019	- Review and deliberation of results.
To be arranged	- Administration of English Proficiency Test
April 10- 30, 2019	- Preparation of Registry of Qualified Applicants (RQA) - Submission of RQA to the Schools Division Superintendent for approval - Posting of RQA - Submission of RQA to LGU, DepED Regional and Central Offices

6. Public Schools District Supervisors, Elementary and Secondary School heads who will be tapped by the Division Selection Committee to assist in this activity shall be on official travel only on the schedule wherein their services are needed.
7. Travel and other incidental expenses incurred by the Division Selection Committees and Public Schools District Supervisors (PSDSs) will be charged against division funds while the School Heads will be charged against their local funds subject to the usual accounting and auditing rules and regulations.
8. Please refer to the attached enclosures for the specific venue, date, time and schedule per district in the conduct of the demonstration teaching and interview.
9. For widest dissemination and guidance.

PEDRO MELCHOR M. NATIVIDAD, CSEE

← Schools Division Superintendent



Enclosure No. 1 to Division Memo, No. ____ s.2019

Schedule of Demonstration Teaching and Interview for Elementary

CONGRESSIONAL DISTRICT I		
DATE	VENUE	DISTRICTS
February 14, 2019	Polanco Central School, Polanco, ZN	Sergio Osmena I & II, Rizal, Sibutad, Mutia
February 15, 2019		La Libertad, Pinan, Polanco I and II
CONGRESSIONAL DISTRICT 2		
February 18, 2019	Sindangan Pilot Demonstration School, Sindangan, ZN	Katipunan I & II, Roxas I & II, Manukan I & II, Siayan
February 19, 2019		Ponot, Sindangan North, Sindangan South, Sindangan Central
CONGRESSIONAL DISTRICT 3		
March 4, 2019	Liloy Central School, Liloy, ZN	Sibuco, Siocon, Sirawai, Baliguan, Kalawit
March 5, 2019		Gutalac I & II, Labason, Tampilisan, Godod
March 6, 2019		Salug I & II, Liloy I & II, Bacungan



Enclosure No. 2 to Division Memo, No. ____s.2019

Schedule of Demonstration Teaching and Interview for Secondary

CONGRESSIONAL DISTRICT I		
DATE	VENUE	DISTRICTS
February 14, 2019	Polanco National High School, Polanco, ZN	Junior High School Applicants (1 st Congressional District)
February 15, 2019		Senior High School Applicants (1 st Congressional District)
CONGRESSIONAL DISTRICT 2		
February 18, 2019	Sindangan National High School, Sindangan, ZN	Junior High School Applicants of Katipunan I & II, Manukan I & II, Roxas I & II
February 19, 2019		Junior High School Applicants of Ponot, Sindangan Central, Sindangan North, Sindangan South, Siayan
February 20, 2019		Senior High School Applicants (2 nd Congressional District)
CONGRESSIONAL DISTRICT 3		
March 4, 2019	Liloy National High School, Liloy, ZN	Junior High School Applicants of Sibuco, Siocon, Sirawai, Gotalac I & II, Labason
March 5, 2019		Junior High School Applicants of Liloy I & II, Salug I & II, Bacungan, Kalawit, Tampilisan, Godod, Baliguian
March 6, 2019		Senior High School Applicants (3 rd Congressional District)