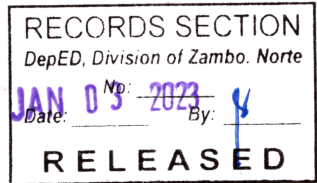




Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



January 03, 2023

Division Memorandum
No. 02 s. 2023


ORIENTATION OF DIVISION DOCUMENT EVALUATORS COMMITTEE

**To: The Division Human Resource Merit Promotion and Selection Board (HRMPSB) for Level 2 Positions
The Division Document Evaluators Committee
All Others Concerned**

1. In connection to the Division Memorandum No. 477 s. 2022 "COMPOSITION OF DIVISION DOCUMENT EVALUATORS COMMITTEE", the Division HRMPSB will conduct an orientation to the Division Document Evaluators Committee on **January 6, 2023 via MS Teams (link to follow) from 9:00 am to 12:00 pm.**
2. The DDEC shall be oriented on the following:
 - a. The DO 19 s. 2022 "*DepEd Merit and Selection Plan*"
 - b. The division document evaluators committee's duties and responsibilities.
 - c. Process flow and timeline of activities.
 - d. All orders, rules and regulations and other related issuances relative to personnel selection and promotion.
3. For information, guidance and compliance.

VIRGILIO P. BATAN JR., CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:


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

PERSONNEL SECTION/sgbu/HRMPSBLevel2/OrientationDDEC/01032023



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Enclosure No. 1 of DM No. 02 s. 2023

ORIENTATION OF DIVISION DOCUMENT EVALUATORS COMMITTEE
January 06, 2023

Time	Activity	Person/s In-Charge
9:00 am - 9:15 am	Preliminaries	Secretariat
9:15 am - 9:30 am	Welcome Remarks	Judith V. Romaguera, CESO IV ASDS
9:30 am - 10:00 am	Message	Virgilio Batan Jr., CESO IV SDS
<i>Orientation Proper</i>		
10:00 am - 11:45 am	1. Topic: DepEd Merit and Selection Plan DO 19 s. 2022	Helen E. Tangen AO V
	2. Topic: Composition of District Personnel Selection Sub-Committees for Elementary, Secondary & School- based Nonteaching Personnel and Process Flow DM 442 s.2022	Shelamae Dayapdapan AO II
	3. Topic: Composition of Division Document Evaluators Committee DM 477 s. 2022	Judith Romaguera ASDS
	4. HRMPSB Level 2 Timeline of Activities and Process Flow	Aries Nogas HRMPSB Secretariat
	5. Topic: Evaluation References DO 66 s. 2007 REVISED GUIDELINES ON THE APPOINTMENT AND PROMOTION OF OTHER TEACHING, RELATED TEACHING AND NON-TEACHING POSITIONS DO 42, s. 2007 - THE REVISED GUIDELINES ON SELECTION, PROMOTION AND DESIGNATION OF SCHOOL HEADS MEC 10 s 1979 IMPLEMENTING RULES AND REGULATIONS FOR SYSTEM OF CAREER PROGRESSION FOR PUBLIC SCHOOL TEACHERS	Marylynne B. Bayron AO IV Arcelita B. Zamora EPS
11:45 am - 12:00pm	Closing Remarks	Joy Letran-Singson SGOD Chief

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