



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City

Office of the Schools Division Superintendent

Division Memorandum
No. 154, s. 2020

**TO: All Teachers; School Heads; EPS; PSDS;
All others concerned**



SUBJECT: ADDENDUM TO DIVISION MEMO NO. 124, S. 2020 RE: ADOPTION OF THE R.M. NO. 178, S. 2020 INTERNAL GUIDELINES ON RECRUITMENT, SELECTION AND PLACEMENT IN RELATION TO THE PROVISIONS OF D.O. NO. 66, S. 2007, D.O. NO. 42, S. 2007, D.O. NO. 57, S. 1997 AND MEC ORDER NO. 10, S. 1979 FOR DEPED-CAR

DATE: August 7, 2020

This is to inform the field of the final interpretation of the Division HRMPSB for implementation Re: Internal Guidelines stated in R.M. 178, s. 2020, which guides the DepEd Officials on Recruitment, Selection and Placement (RSP) for Promotions of Teaching, Non-teaching and Related-teaching positions (DO 66, s. 2007), Head Teacher and Principal Positions (DO 42, s. 2007) and Master Teacher Positions (DO 42, s. 1997 and MEC 10, s. 1979).

Issues/Concerns	Final Interpretation
Experience Teacher-In-Charge/ Officer-In-Charge	-All designations must be signed only by the SDS
Awards <ul style="list-style-type: none">- Outstanding Employee Award- Group awards- STAR/Spot Awards	<p>The award should be a product of an institutionalized search and conducted by the School, District, Division or Regional PRAISE Committee or any local, national or international awards given by reputable institutions/award giving bodies like CSC, NEDA, Metrobank Foundation, PPSTA/MTMAS, & other legitimate award-giving bodies.</p> <p>-All committee chairman and members shall be credited same award points; however, the latter will be verified and should be supported with documents.</p> <p>-School Level; Should be given and recognized by the School PRAISE Committee.</p>



Address: City Hall Compound, Dagupan Centro, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>



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	-Division Level: should be given and recognized by the Division PRAISE Committee (Recommended by School Head/PSDS/EPS, supported by documents)
Publication/ Authorship	-Articles duly approved by the regional/division committee should have been published in newspapers/magazines/journals of wide circulation at least within a province/city in printed form or online form on official websites. Opinion/feature articles, which need not be approved by the Head of Office, must contain data/scientific research and must be educational. -Articles published online shall be published in an official/reputable educational website. -will be rated per article (2 articles in one publication/newspaper is accepted and will be rated each)
Distinction of Consultant, Resource Speaker, Facilitator and Evaluator	-Consultant is being hired/invited to advise or give recommendation on things -Resource Speaker speaks a certain topic and elaborate things. -Facilitator and Evaluator must be recognized by NEAP.
Education -Foreign Studies	-subject for verification
Training	-should be certified as participant.
-International training	-should be participated by 2 or more countries.
-Advisory trainings	-will not be rated as training unless recommended by the SDS and will be rated as Division Level, Regional Director will be rated as Regional level.
-Scholarship programs	-will be considered and rated in every application, with an attachment of Transcript of Record.
-School and District trainings	-School trainings are trainings attended by teachers at such school. -District trainings are trainings attended by two or more schools in the district.
Master Teacher I-IV -Demo Teaching	-It does not require for one or more demonstration teaching for as long as the applicant has fulfilled the points from the list of items for the credit points in the leadership, potential and accomplishments.



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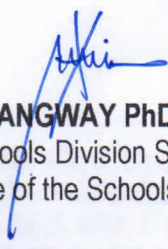


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	-Certified as Lesson Simulator is not considered as Demo Teaching.
-Performance rating	-At least Very Satisfactory performance rating for the last two years (at least 33 points)
-IGP	-Fund raising activities are not considered as IGP

For guidance and widest dissemination.


IRENE S. ANGWAY PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge, Office of the Schools Division Superintendent



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