



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



Office of the Schools Division Superintendent

Division Memorandum

No. 102, s. 2023

TO : All Public Elementary School Heads
PSDS
All Interested Applicants

DATE : March 10, 2023

Submission of application for Reclassification to Master Teacher I and Master Teacher II

1. This is to invite all interested applicants to submit their application documents for reclassification to Master Teacher I and Master Teacher II positions which are compliant with documentary requirements and qualification standards. To those who already submitted their documents, you can update your papers before the deadline.
2. To facilitate the processing of requests for reclassification, Schools/District should submit their pertinent papers to the Division Office on or before **March 15, 2023 at 5:00 pm**. Submission of application after the set deadline is not accepted.
3. Application for Reclassification/Upgrading of Master Teacher is based on a Division-Wide Master Needs Analysis per District for Elementary.
4. Based on the Division-Wide Master Needs Analysis, the following District Needs Master Teacher I and Master Teacher II:

DISTRICT	NEED	
	MT I	MT II
EASTERN TABUK DISTRICT III	1	1
NORTHERN TABUK DISTRICT II	-	1

5. Based on the Master Needs Analysis only the identified Districts may submit their papers for reclassification. Please take note that only Teacher III may submit their papers for Master Teacher I position and only the Master Teacher I may submit for the Master Teacher II position.
6. For Information and guidance.


IRENE S. ANGWAY PhD, CESO V
Schools Division Superintendent

