



DIVISION MEMORANDUM

No. III s. 2014

Division of Malaybalay City
RELEASED
Date: 3-21-14 Time: 11:10 am
[Signature]

**COMPOSITION OF THE DIVISION SELECTION COMMITTEE ON THE HIRING OF
TEACHER I POSITIONS FOR SCHOOL YEAR 2014 - 2015**

TO : Promotional Staff
: Public Schools District Supervisors
: Division Selection Committee
: School Screening Committee
: All Others Concerned

FROM : *[Signature]*
: **EDILBERTO L. OPLENARIA**
: Schools Division Superintendent

DATE : March 25, 2014

1. For information and guidance of all concerned, this office hereby disseminates the composition of the Division Selection Committee whose functions are as follows :

- **Receives from the School Screening Committee the list of applicants with the corresponding documents.**
- **Verifies the documents submitted by the School Screening Committee as to completeness, veracity, accuracy, and authenticity .**
- **Evaluates applicants based on Education, Teaching Experience, LET/PBET Rating, Experiential Learning Courses and Specialized Training and Skills.**
- **Conducts interview.**
- **Observes and rates the demonstration teaching of applicants.**
- **Administers the English Proficiency Test.**
- **Reviews and consolidates, for check and balance purposes, the results of the individual ratings of applicants, based on the scores they obtained in each criterion for evaluation.**
- **Prepares separate division – wide RQAs for Kindergarten, Elementary, and Secondary following the point system below:**

Registry A	-	76 points and above
Registry B	-	69 to 75 points
Registry C	-	62 to 68 points
Registry D	-	55 to 61 points

The Division Selection Committee for Elementary Schools shall prepare the separate RQA for Kindergarten teachers applicants.

The RQA for Secondary teacher applicants shall be by subject area specialization.

- Identifies applicants who are volunteer and LGU- hired/funded teachers who have rendered service for at least one year, and/or are bona fide residents of the locality. These applicants will be marked as priority. However, meeting more than one of the aforementioned conditions does not give a higher priority for the applicant. See Section 6.9 and 6.11 of the guidelines.
- Secures list of its LGU – hired/funded teachers from the office of the provincial governor, city/municipal mayor, or provincial/city/municipal administrator.
- Ensures that the LGU – hired/funded and volunteer teacher applicants go through the application process as provided for in the guidelines.
- Submits the complete results of the evaluation of applicants (items 5.2.3.2 c,d,and e), including pertinent records of deliberations, to the SDS for approval.

source : DepED Order # 14, s. 2014)

2. For immediate dissemination and compliance.

Division Selection Committee

Elementary Level

Names		
Jasmin J. Adriatico	Education Program Supervisor	Chairman
Ana Belen S. Muring, Ph.D.	Education Program Supervisor	Member
Ma. Concepcion S. Reyes	Education Program Supervisor	Member
Josie D. Zamora	Education Program Supervisor - Designate	Member
Jesus V. Muring, Ed.D	PESPA President, Division Chapter	Member
Leticia N. Palle	Representative, Civil Society Organization	Member

Secondary level

Names		
Ralph T. Quirog	Education Program Supervisor	Chairman
Analy L. Ocier	Education Program Supervisor	Member
Lou Ann J. Cultura	Education Program Supervisor	Member
Luis S. Alajar	Education Program Supervisor	Member
Pariso L. Orong	NAPSSHI President, Division Chapter	Member
Lilla Jamago	Representative, Civil Society Organization	Member