



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao

DIVISION OF MALAYBALAY CITY

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214
April 20, 2015
Dep-MALAYBALAY CITY DIVISION

RELEASED

APR 20 2015

Time: 4:35


DIVISION MEMORANDUM

No. 129 s. 2015

**SUBMISSION OF ADDITIONAL DOCUMENTS OF THE TEACHER I APPLICANTS
OF SY 2014-2015 RQA WHO ARE SUBJECT FOR RECALIBRATION OF POINTS
FOR THE SY 2015-2016 REGISTRY OF QUALIFIED APPLICANTS (RQA)**

To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to DepED Order No. 7, s. 2015 (*Hiring Guidelines for Teacher I Positions Effective School Year (SY) 2015-2016*) and Unnumbered DepED Memorandum dated April 8, 2015 (*Clarifications on the Online Registration for Teacher I Applicants and Inclusion to the RQA*), teacher applicants of SY 2014-2015 RQA who were not hired are required to submit additional documents in accordance with the guidelines in DO 7, s. 2015 on or before April 24, 2015 for recalibration of points and be included in SY 2015-2016 RQA.
2. Submit the following documents:
 - a. Updated Transcript of Records (TOR) with MA/MS Degree/PhD
 - b. Updated Service Record including private and public teaching experience (even prior to passing the LET)
 - c. Certificate of Specialized Training and Skills of at least 10 days
 - d. Certification/Attestation of adequate fluency of the MTB from IP Elders for applicants applying in an IP school
3. The following documents shall be submitted to *Attention: Jasmin J. Adriatico, Education Program Supervisor, Chairman, Promotion and Selection Board (for Elementary) and Ralph T. Quirog, Chief Education Supervisor, Chairman, Promotion and Selection Board (for Secondary)*.
4. Teacher applicants with 10 days specialized training are advised to report in this Office for validation on April 27, 2015 at 8:30 in the morning.
5. Attached are copies of DepED Order No. 7, s. 2015 and Unnumbered DepED Memorandum dated April 8, 2015 for your reference.
6. Immediate and strict compliance of this Memorandum is highly desired.

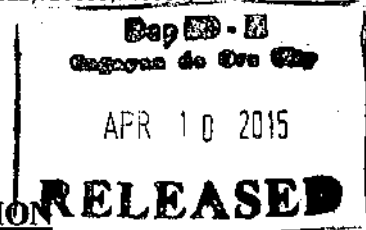

EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent

Reference:

DepED ORDER No. 7, s. 2015
Unnumbered DepED Memorandum Dated April 8, 2015



Telephone Nos.: (08822) 727836;722651;727232/Telefax Nos.: (08822)720665;710382;711654



FAX MESSAGE FOR TRANSMISSION

APRIL 10, 2015

TO: SCHOOLS DIVISION SUPERINTENDENTS
ASST. SCHOOLS DIVISION SUPERINTENDENTS-OIC
THIS REGION


ENCLOSED IS THE UNNUMBERED MEMORANDUM DATED APRIL 08, 2015 FROM ASSISTANT SECRETARY JESUS L. R. MATEO OF THE PLANNING & DEVELOPMENT OF THE CENTRAL OFFICE OF THIS DEPARTMENT ON THE CLARIFICATIONS ON THE ONLINE REGISTRATION FOR TEACHER I APPLICANTS AND INCLUSION TO THE RQA.

IT IS ALSO ADVISED THAT LIST OF E-MAIL ADDRESS OF THAT DIVISION UNDER ITS JURISDICTION BE SUBMITTED TO MS. ENCARNACION ESCUADRO ON THE E-MAIL ADDRESS STATED IN THE SAID MEMORANDUM ON OR BEFORE APRIL 15, 2015, COPY FURNISHED THIS OFFICE.

FOR COMPLIANCE.

OIC-CHATTO

SENDER:


GONZALA D. AGUIRRE
Administrative Officer V
OIC-Administrative Division




Department of Education

Man ng Kawaksing Kalihim
Office of the Assistant Secretary

MEMORANDUM

TO : All Regional Directors
All Schools Division Superintendents

FROM : Assistant Secretary  JESUS L.R. MATEO
Planning & Development

SUBJECT : Clarifications on the Online Registration for Teacher I Applicants
and Inclusion to the RQA

DATE : April 8, 2015

This concerns the requirement for Teacher I applicants to register to the Department's online system at application.deped.gov.ph in order to acquire an Applicant Number, as directed in Par. 5.1 of DepEd Order (DO) 7, s. 2015 on the *Hiring Guidelines for Teacher I Positions Effective School Year (SY) 2015-2016*.

We have received feedback that the online system only grants access to those with Tax Identification Number (TIN), which many applicants do not have yet. Please be informed that on 09 April 2015, the system will be updated such that other government ID numbers will be accepted and those who have already registered may reopen their accounts. Please advise applicants about this development.

Applicants who are not able to submit the Applicant Number shall still be allowed to apply. The Applicant Number shall not be treated as ~~a requirement~~ an eligibility requirement. Even without the Number, applicants may still go through the evaluation process, be ranked in the RQA, and be hired. Division Offices who have made the submission of the Applicant Number a prerequisite for the acceptance of applications or the conduct of certain screening procedures (i.e. Demonstration Teaching, English Proficiency Test, Interview, etc.) must rescind their statements immediately and communicate directly with the concerned applicants.

Furthermore, as stated in Par 5.1.a, each division shall assign an e-mail address (either its official division office's e-mail or its HR's e-mail) where the system shall forward the applications. In view of this, all Regional Directors are instructed to submit a **consolidated regional list of said e-mail addresses of each division under its jurisdiction** to Ms. Encarnacion Escudro of Technical Service (TS) at encarnacion.escudro@deped.gov.ph on or before 15 April 2015.

Lastly, please be reminded that applicants included in the SY 2014-2015 RQA who were not hired last school year are still eligible for hiring and may be included in the SY 2015-2016 RQA, subject to a recalibration of points in accordance to the revised points system in DO 7, s. 2015. Where applicable, the updating of points for such applicants shall also be accommodated by the Division Selection Committees.

Strict compliance is desired. Thank you.