



Republic of the Philippines
Department of Education
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

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MALAYBALAY CITY DIVISION
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[Signature]

DIVISION MEMORANDUM

No. 444, s. 2019

TO: Assistant Schools Division Superintendent
Chief Education Supervisor CID and SGOD
Senior High School, Junior High School and Elementary School Heads
All Others Concerned

FROM:

VICTORIA V. GAZO, PhD., CESO V
Schools Division Superintendent

DATE: December 5, 2019

**RE: SUBMISSION OF SCHOOL PERSONNEL SELECTION BOARD
COMPOSITION**

Pursuant to DepED Order No. 66, s. 2007 this Office hereby directs all Secondary School Heads to submit a complete list of School Personnel Selection Board (PSB) for School Teacher II and Teacher III ranking. PSB shall be composed of the following:

Chairperson: Principal or School Head
Members: Department Head where vacancy exists
Department Head
Administrative Officer
President of Teacher's Association

For secondary schools with no existing department heads, the school head shall designate the members of the committee from among the faculty on the basis of qualification and demonstrated creditable competence.

Queries relative to this can be relayed to Guia Ma. G. Villahermosa of the Personnel Unit at 0917-706-7745.

Copy furnished:

Records Unit
Personnel Unit

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