



Republic of the Philippines
Department of Education

REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

February 23, 2026

DIVISION MEMORANDUM
No. 0085 s. 2026

**UPDATED SCHEDULE OF ACTIVITIES FOR RECRUITMENT
AND SELECTION PROCESS FOR TEACHER I
APPLICANTS FOR S.Y. 2026-2027**

To: Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Other Concerned

1. Relevant to Division Memorandum No. 0036, s. 2026, entitled "Recruitment and Selection Process for Teacher I Applicants for Kindergarten, Elementary, Junior High School, and Senior High School for S.Y. 2026-2027", this Offices announces on the Updated Schedule of Activities for the said recruitment and selection process.
2. In view of necessary adjustments and to ensure the smooth, orderly, and transparent implementation of the recruitment and selection procedures, all concerned are advised to take note of the revised timelines. All applicants and members of the School and District Sub-Committees are hereby directed to be guided accordingly and to strictly adhere to the updated schedule. Please see Enclosure Number 1 for the updated schedule of activities.
3. This Office highly encourages all interested qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender and expression (SOGIE), to apply. Attached is the Schedule of Recruitment and Selection Process.
4. Immediate dissemination of this memorandum is desired.

REBONFAMIL R. BAGUIO
Assistant Regional Director
Concurrent, Office-in-Charge
Office of the Schools Division Superintendent

Encl.: As stated
Personnel – Personnel/NBI
FN: Updated Schedule of Activities for Recruitment
And Selection Process for Teacher I Applicants
For SY 2026-2027





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Enclosure to DM. 0085, S. 2025

**Updated Schedule of Activities for the Recruitment and Selection Process for
Teacher I Comparative Assessment Result of the Registry of Qualified Applicants
(CAR-RQA) SY 2026-2027**

Activity	Duration	Venue	Persons Involved	Instructions
1. Online Orientation to all Teacher I applicants	February 9, 2026	Online platform	HRMPSB Members	*Teacher applicants are fully apprised of the CAR-RQA process flow, timelines, qualification standards, evaluation criteria, and pertinent policies governing the hiring of teachers for School Year 2026–2027.
2. Acceptance of application folder at the School Level and uploading of scanned application documents	February 9 to February 23, 2026	School	School's Sub-committee comprises the School Head, (1) AOII/ADAS, (1) MT/ faculty president	*Checked the completeness of the submitted documents *Encoded the data (alphabetically) for Individual Evaluation Sheet (IES)Annex G-1 particularly on the rating fields for Education, Training, Experience and PBET/LET/LEPT rating and CAR-RQA/Annex I-1 in e-copy and hard copy. Access this link for the e-copies of Annexes: https://tinyurl.com/49wnnemx
3. Orientation and Meeting with the School and District Sub-Committees	February 25, 2026, 9:00 in the morning	Online Platform	HRMPSB Members, School and District Sub-Committees	An online orientation and meeting will be conducted. Separate memorandum will be issued together with the link of the online platform.



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<p>4. Initial Evaluation of application documents with the duly filled-out Annex G-1 particularly on the rating fields for Education, Training, Experience and PBET/LET/LEPT rating and Annex I-1 in e-copy and hard copy and Transmittal of the foregoing to the District Sub Committee</p>	<p>February 24 to 26, 2026</p>	<p>School to District</p>	<p>School Sub-committee comprises School Head, (1) AO II/ADAS, (1) MT/faculty president</p>	<p>*Transmitted duly filled-out Individual Evaluation Sheet Annex G-1 particularly on the rating fields for Education, Training, Experience and PBET/LET/LEPT rating and Annex I-1 in e-copy and hard copy.</p>
<p>5. Validation of , transmitted pertinent documents e-copies & hard copies of Annex G-1 and Annex I-1</p>	<p>February 27, 2026</p>	<p>District</p>	<p>District Sub-committee comprises the PSDS, (3) selected School Heads (2) selected AO II/ADAS</p>	<p>*Validated the correctness of the encoded e-copies and hard copies of Annex G-1 and Annex I-1 as supported by the submitted pertinent application documents. *</p>
<p>6. Final Evaluation of application documents with the duly filled-out e-copy & hard copy of Annex G-1 and Annex I-1. and Transmittal to the SDO Sub Committee and HRMPSB.</p>	<p>March 2-5, 2026</p>	<p>District</p>	<p>SDO Sub-committee: CID & SGOD Chiefs, the EPS, PSDS; HRMPSB Members, HRMPSB Secretariat</p>	<p>*Consolidated Application Folders are to be placed at the District office for safekeeping.</p>
<p>7. Posting of Qualified applicants and topics through Division Memorandum by batch for their demonstration teaching, TRF Evaluation and</p>	<p>March 6, 2026</p>	<p>SDO</p>	<p>SDO Sub-committee: CID & SGOD Chiefs, all EPS, all PSDS, HRMPSB Members, HRMPSB Secretariat</p>	<p>Inform all qualified applicants for their demonstration teaching, TRF Evaluation and Open Ranking schedule, together with the link for the topic.</p>



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Open Ranking schedule				
8. Conduct of Demonstration teaching, TRF Evaluation and Open Ranking activities.	March 11-13, 2026; March 11 – Elementary March 12 – JHS March 13 - SHS	To be announced through a memorandum	SDO Sub-committee: CID & SGOD Chiefs, EPSs, all PSDSs, HRMPSB Members, HRMPSB Secretariat	*Observed Demonstration Teaching, rated TRF and conducted Open Ranking activities for Teacher I Qualified applicants. *Conducted validation of points with the sub-committees and signing of Annex G-1 by the applicants
9. Checking of TRF and finalization of points	March 16-20, 2026	District	PSDS and EPS	
10. Open Ranking, Clarifications, and Finalization of Points	March 23-27, 2026	SDO	HRMPSB Secretariat	Confirmation of points of all applicants
11. Posting of CAR-RQA SY 2024-2025	To be announced through a memorandum	SDO	HRMPSB, HRMPSB Secretariat	Posted CAR-RQA SY 2024-2025 Approved by Head of Office