



Republic of the Philippines
Department of Education
 REGION XI
 SCHOOLS DIVISION OF DAVAO DEL NORTE

REGIONAL DIVISION OF DAVAO DEL NORTE
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Office of the Schools Division Superintendent

February 8, 2022

DIVISION MEMORANDUM
 No. 177, s. 2022

**TIMELINE ON THE RECRUITMENT AND SELECTION PROCEDURES FOR
 TEACHER I POSITIONS IN ELEMENTARY, JUNIOR HIGH SCHOOL
 (DEPED ORDER NO. 07,s. 2015), SENIOR HIGH SCHOOL
 TEACHING POSITIONS (DEPED ORDER NO. 03, 2016)
 AND IN SCHOOLS IMPLEMENTING INDIGENOUS
 EDUCATION (DEPED ORDER NO. 50,s. 2016)**

To : Rebecca C. Sagot – Assistant Schools Division Superintendent
 Dr. Eduard C. Amoguis – Chief, Curriculum Implementation Division
 Education Program Supervisors
 Public Schools District Supervisors
 Secondary School Heads
 Elementary School Heads
 ALL CONCERNED

- To ensure and establish professional standards and evaluation criteria on the hiring of highly competent teachers , the Division of Davao del Norte announces the Timeline on the Recruitment and Selection Procedures for Teacher I Positions in Elementary and Junior High School (JHS) based on DepEd Order No. 07, s. 2015, Senior High School Teaching Position of DO 03,s. 2016 and in schools implementing Indigenous Peoples Education (IPed) of DepEd Order No. 50, s. 2016.

Date – Time	Activity	Persons On Task
February 28- March 4, 2022	February 28, 2022 (1:00-3:00 PM) ONLINE ORIENTATION OF ALL RESOURCE SPEAKERS AND ENCODERS	Team A – DO 7, s. 2015 (Encoder : Joanna Carcallas) Speakers- ASDS Rebecca Sagot EPS Evelyn Labasan EPS Liezl Josol Dr. Jocelyn Fernandez Dr. Medos Jala
	March 1, 2022 (9:00-12:00 Noon) Online Orientation of Elementary School Heads and PSDS – CD 1)	Team B – DO 3, 2016 (Encoder: Dave Ang) Speakers – Chief Eduard Amoguis EPS Lourdes Alvarez EPS Marilyn Sumicad EPS Marlyn Publico EPS Dr. Grace Daclan
	March 1 , 2022 (1:00-4:00 PM) – Online Orientation of Elementary School Heads and PSDS- CD 2)	
	March 2, 2022 (9:00-12:00 Noon) Online Orientation of Secondary School Heads	

	<p><u>March 2, 2022 (1:00-4:00 PM)</u> <i>Online Orientation of Applicants from Asuncion and New Corella Districts</i></p> <p><u>March 3, 2022 (9:00-12:00 Noon)</u> <i>Online Orientation of Applicants from Kapalong East, West and Langilan Districts</i></p> <p><u>March 3, 2022 1:00-4:00PM)</u> <i>Online Orientation of Applicants from Talaingod and San Isidro Districts</i></p> <p><u>March 4, 2022 (9:00-12:00 Noon)</u> <i>Online Orientation of Applicants from Sto Tomas East and West Districts</i></p> <p><u>March 4, 2022 (1:00-4:00 PM)</u> <i>Online Orientation of Applicants from Carmen and B E Dujali Districts</i></p>	<p>Team C- DO 50, s. 2016 (Encoder: Shiela Sionosa) Speakers: EPS Gloria Subong PSDS Ronnie Publico EPS DR.Allen Guilaran Dominador P. Alagdon Jr</p> <p>FOR ALL APPLICANTS :</p> <p>These are the links for the pre-registration . Each can register to more than one link based on one's qualification. Everyone is advised to ensure that questions are answered correctly. The encoded data will be automatically generated to the Auto-Data of the List of the Division Teacher - Applicants for SY 2022-2023.</p> <p>ELEMENTARY - https://forms.gle/f7weheAxTNsqGdBMA</p> <p>JUNIOR HIGH SCHOOL- https://forms.gle/T1VGvgcbAKsDKb8f9</p> <p>SENIOR HIGH SCHOOL - https://forms.gle/UvPKeKxicwG9bL8b9</p> <p>IPED - https://forms.gle/9ei5wTvhp8GHC9vi9</p> <p>SPED - https://forms.gle/TtB5kjwcFP1QQ8uA8</p> <p>ECE - https://forms.gle/8rTc7iQybNuQY4S3A</p>
<p>March 7-11, 2022</p>	<p>Submission of required documents of the applicants to school in three (3) folders – one copy-for the applicant as his/her transmittal ; one (1)copy for the school ; one (1) copy for the Division and shall use the following colors of their folders: Elementary – green JHS – yellow SHS- blue Applicants to IPEd- Pink .</p> <p>Receives , verifies , certifies as to the veracity and completeness of applicants' documents and issues a certification to each applicant that it has received the application specifying the documents that have been</p>	<p>Applicants</p> <p>School Screening Committee</p>

	submitted in support to the application. (See attached Annex 1 for the template)	
March 14-18, 2022	Submission of the documents and list of applicants to the Division Office(See attached Annex 2 for the template)	School Screening Committee Division Selection Committee
March 21-25, 2022	Receives, verifies, consolidates the list of applicants and checks the completeness/accuracy of the documents submitted.	Division Selection Committee
March 28-31, 2022	Evaluates documents of applicants in terms of Education , Teaching Experience, LET/PBET Rating, Specialized Training & Skills	Division Selection Committee
April 4-8, 2022	Virtual Interview of the Applicants	Division Selection Committee
April 11-15, 2022	Submission and evaluation of the 20- minute , E-Demonstration Teaching of the Applicants.	Division Selection Committee
May 2-6, 2022	English Proficiency Test	SGOD Section with Arnel Labasan – DTC
May 9-13, 2022	Reviews and consolidates the results of the individual ratings of applicants on four (4) components, based on the scores they obtained in each criterion for evaluation.	Division Selection Committee
June 6-10, 2022	Sends to each applicant a scanned written communication through his/her email address detailing the scores he or she has received for each evaluation criterion as well as the final overall rating, signed by the Chair.	Division Selection Committee
June 20-24, 2022	Prepares separate division-wide RQAs for Kindergarten, Elementary, Junior High School (JHS) and Senior High School (SHS)	Division Selection Committee
July 4-8, 2022	Submits the complete results of the evaluation of applicants, including pertinent records of deliberations to the SDS for approval.	Division Selection Committee
July 18-22, 2022	Release of the SY 2022-2023 Registry of Qualified Applicants (RQA)	

2. This activity adheres to the strict compliance of Equal Opportunity Principle (EOP) such as no discrimination based on age, sexual orientation, gender identity, status, disability, religion, ethnicity, social status, income, class, affiliation or other similar factors/ personal circumstances.
3. It is expected by this Office that restrictions to health protocols against COVID-19 shall be strictly executed with.
4. Immediate dissemination of this Memorandum is earnestly desired.



DEE D. SILVA, DPA, CESO V
Schools Division Superintendent 

