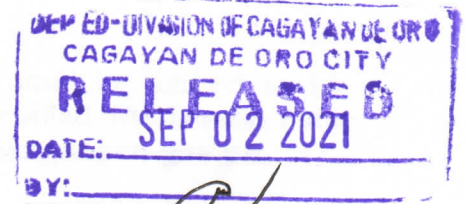




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY
Office of the Schools Division Superintendent



September 2, 2021

Division Memorandum
No. 594 s. 2021

Ranking of Teacher I Junior High School Applicants with Majors in Filipino, MAPEH, and Edukasyon sa Pagpapakatao

To: Division Selection Committee Members
Division Ranking Secretariat
Public Schools District Supervisors
Public Elementary School Heads/ SICs
Public Secondary School Heads/ SICs
School Selection Committee
This Division

1. The field is hereby informed of the ranking for Teacher I Junior High School Applicants with Majors in **Filipino, MAPEH, and Edukasyon sa Pagpapakatao**.
2. DepEd Order No. 22, s. 2015 re: Hiring Guidelines for the Remaining Teacher I Positions for SY (2015-2016) shall be the basis of document evaluation, interview and teaching demonstration.
3. Applicants who have previously undergone the SY 2021-2022 evaluation process (per DO 7, s. 2015) but were not included in the initial Registry of Qualified Applicants (RQA) shall no longer resubmit their documentary requirements but may submit additional supporting documents to update their points.
4. **For new applicants**, a letter of intent together with the pertinent documents enumerated in DepEd Order No. 22, s. 2020 shall be observed.
5. Recalibration and application documents shall be submitted in color-coded folders to the **secondary school** where the applicant intends to apply. Deadline for submission is on **September 23, 2021 (4pm)**.
MAPEH - Red
Filipino - Yellow
Edukasyon sa Pagpapakatao - Blue
6. **New applicants** are instructed to register at **bit.ly/RegistrationJuniorHS** on or before **September 20, 2021**. Download the Deliberation Sheet from **bit.ly/DelibSheet_ElemJHS** and submit together with the application documents.



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7. Interview shall be done online.
8. Teaching Demonstration shall be video recorded. The video shall be limited to 15 minutes only and shall be submitted together with the semi-detailed 4As Lesson Plan through email on/or before **September 23, 2021** to **pureza.villar@deped.gov.ph**.

If the file is too large to send via email, applicants shall upload the video on a cloud storage account (Google Drive, Dropbox, OneDrive, etc.) and send the shareable link to the email address provided.

9. Junior High Schools shall organize a School Screening Committee chaired by the School Head with the Department Head concerned and three (3) teachers from the different learning areas as members. For small secondary schools that do not have department heads, the School Head shall be the Committee Chair with four (4) subject leaders from different learning areas as members.
10. The **School Screening Committee** shall forward all authenticated, verified and validated application documents with attached Deliberation Sheet to the Division Office on or before **September 29, 2021**.
11. All concerned are informed of the following timelines:

Date	Activity	Persons/ Committee Involved
September 3 – 9, 2021	Organization of the School Screening Committee	School Heads
September 20, 2021	Deadline for online registration	Applicant
September 23, 2021	Deadline for Submission of Application/ Recalibration Documents & recorded teaching demo videos	Applicant
September 24 – 28, 2021	Document verification, evaluation and validation (School Level)	School Screening Committee
September 29, 2021	Submission of all authenticated, verified and validated documents to the Division Office	School Screening Committee
October 4 – 6, 2021	Document appraisal and assigning of appropriate points	Document Evaluation /Teaching Demo & Interview Committee
October 8, 2021	Online Interview for New Applicants	
October 22, 2021	Posting of RQA	Ranking Committee Secretariat

12. For your guidance and compliance.



ALICIA E. ANGHAY

Asst. Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent



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