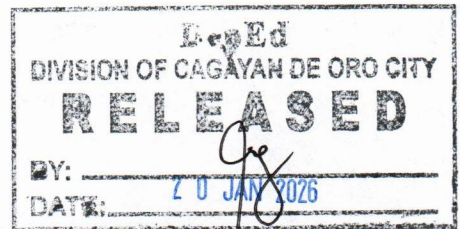




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

19 Jan 2026

DIVISION MEMORANDUM

No. 53 s.2026

ADDENDUM / CORRIGENDUM TO DM NO. 31 S. 2026
RECRUITMENT, EVALUATION AND SELECTION OF TEACHER APPLICANTS FOR
TEACHER 1 POSITIONS IN ELEMENTARY, JUNIOR HIGH AND SENIOR HIGH
FOR SY 2026-2027

TO: Assistant Schools Division Superintendent
Public Schools District Supervisors
All Elementary and Secondary Public School Heads and Principals
CID and SGOD Personnel
All Others Concerned

1. With reference to Division Memorandum No. 31, s. 2026, Re: Recruitment, Evaluation and Selection of Teacher Applicants for Teacher 1 positions in Elementary, Junior High and Senior High for SY 2026-2027.
2. Schools where applicants submit their applications shall verify the submitted applications and collect relevant information, including but not limited to personal details such as the applicant's name, address, age, sex, civil status, religion, disability status, ethnic group, email address, and contact number. Schools shall also ensure the completeness and accuracy of the data reflected in the pre-evaluation sheets for IER by validating them against the actual documents submitted.
3. Attached to this memorandum are the following:
 - a) updated list of identified sub-committees; and
 - b) revised ranking timeline.
4. All interested applicants are required to register online thru <https://bit.ly/CDOTCH1ApplicantReg2026> before **February 02, 2026**.
5. All **returning applicants** from **SY 2025-2026 CAR-RQA** may **retain** their previously earned scores in Classroom Observation/Demonstration Teaching and PPST NCOIs (Teacher Reflection). However, they are required to submit complete and updated documentary requirements for the following criteria: (a) Education, (b) Training, (c) Experience, and (d) PBET/LET/LEPT Rating, together with a Letter of Intent for score retention.

6. All interested applicants shall submit the following documentary requirements, properly tabbed and fastened in a clean folder, to the **Preferred School** of DepED Cagayan de Oro City on or before 5:00 pm of **February 02, 2026**. *Kindly include the position with the corresponding school you are applying for.*

A. Letter of Intent (addressed to **ROY ANGELO E. GAZO**

Schools Division Superintendent)

B. Duly accomplished Personal Data Sheet (CSC Form 212 Revised 2025) with Work Experience Sheet.

C. Photocopy of valid and updated PRC license/ID

D. Photocopy of Certificate of Eligibility / Rating

E. Photocopy of scholastic / academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units / degrees

F. Photocopy of Certificate/s of Training

G. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable.

H. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to RA No. 10173 (Data Privacy Act of 2012), using the attached form (Annex C)

7. This Office promotes the Equal Employment Opportunity Principle (EEOP). Qualified candidates are welcome to apply regardless of disability, sexual orientation, gender, age, religion and ethnicity.

8. This office directs the immediate and wide dissemination of this memorandum

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index

under the following subjects:

APPOINTMENT

EMPLOYMENT

EVALUATION

PROMOTIONS

RECRUITMENT

SELECTION

DM-074-OSDS-PERSONNEL-CAA / addendum / corrigendum to dm no. 31 s. 2026
January 19, 2026

**REVISED RANKING TIMELINE FOR THE RECRUITMENT, EVALUATION AND
SELECTION OF TEACHER APPLICANTS FOR TEACHER 1 POSITIONS IN
ELEMENTARY, JUNIOR HIGH AND SENIOR HIGH
FOR SY 2026-2027**

DUE DATE	ACTIVITY	IN-CHARGE
February 02, 2026	Deadline of submission of Application Documents for Teacher Applicants	Teacher Applicant
January 21, 2026	Orientation for Teacher 1 Applicants Via Facebook Live	HRMPSB
February 03, 2026	Submission of Application Documents to District (Receiving) Schools	School Heads
	Submission of Final List of Applicants received.	School Heads
February 04 to 06, 2026	Initial Evaluation	Sub-Committee
February 09, 2026	Submission of Initial Evaluation Results (IER) via email depedcdo.personnel@deped.gov.ph	Sub-Committee Secretariats
<i>To be announced on separate Memorandum</i>	Posting of Division Initial Evaluation Results (IER)	HRMPSB
February 16 to 27, 2026	Document Evaluation by the HRMPSB	HRMPSB; Sub-Committee
March 02 to 06, 2026	Classroom Demonstration Teaching	Teacher Applicant Sub-Committee
March 09, 2025	Simultaneous administration of the Non-Classroom Observation - Teacher Reflection Form (TRF)	Teacher Applicant Sub-Committee
March 13, 2025	Integration of Scores to CAR-RQA	
<i>To be announced on separate Memorandum</i>	Posting of SY 2026-2027 Comparative Assessment Results for Teacher I	HRMPSB

SUB COMMITTEES AND SECRETARIAT

SUB-COMMITTEE AND SECRETARIATS FOR ELEMENTARY LEVEL		
DISTRICT	MEMBERS/CHAIRPERSON	SECRETARIAT
CENTRAL	JENITH Q. BALSICAS- Chairperson ANNABELLE J. LARIBA FE V. MORALES MARK JOHN T. GABULE CHRISTOPHER ANDREW N. ALDA <i>Additional Observer:</i> EMELIA D. LAGO	NANNETH A. LARGO LELANIE W. MANTUHAC
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EAST II	MILAGROS P. RECAMADAS- Chairperson ROSEMARIE H. DULLENTE HIMAYA Q. CU MA. DULCE F. CUERQUIS CORAZON Z. BARTOCES AMELITO D. BUCOD <i>Additional Observer:</i> LORETO C. LLABAN MARIA TERESA L. APIAG VIRGINIA D. MENDOZA RONNIE P. URA-URA WILFREDO L. BELONO JR.	DONNA MAE Q. ROA CLAUDINE A. MACALOS MARICHU A. BACABES
NORTH I	CYNTHIA V. YAÑEZ - Chairperson DUQUE A. CAGUINDANGAN NAOMI D. TOCMOHAN ELENA B. PACAMO RELOBE N. ZULITA PATRICIO S. SAMBAAN, JR. <i>Additional Observer:</i> ROYDERICO M. ELORDE JONNA M. FUGOSO GERLIE K. LABIANO WENDY C. TUNDAG	AURIZ PAMELA M. ROSABAL RUBIE MAE R. SADICON KAREN F. VILLANUEVA

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HRMPSB SECRETARIAT

ELEMENTARY	CHARISE MAY RECIÑA-CEBRIAN
JUNIOR HIGH	KHAROL P. YAMOMO
SENIOR HIGH	KURT CELICA A. BACAS
OVER-ALL SECRETARIAT	CHRISTY AMOR L. ALILIN-AMOGUIS

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- VALUES EDUCATION - Identified SPIMS - Identified DOST-SEI	JANUARY GAY T. VALENZONA - Chairperson MARILOU P. LAGAC MARVIN ANTHONY A. RAMOS DANNY A. LABADAN SOLA VIOLETTA L. MENDOZA	CHARIZA MAE D. SIJO JOANNE RUTH S. MADELA KRISTINE HARVEY D. VIA ZETH KAROL P. GORRE