



DepEd, Division Office - Catanduanes

RECORDS SECTION

March 8, 2017

Date MAR 08 2017

Time: 2:00 P.M.

Initial/Signature: [Signature]

DIVISION MEMORANDUM
No. 052, s. 2017

**SELECTION AND RECRUITMENT PROCESS OF SENIOR HIGH TEACHERS
FOR SCHOOL YEAR 2017-2018**

TO: Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Heads, Public and Private Elementary and Secondary School Heads

1. Pursuant to DepEd Order No. 3, s. 2016 "Hiring Guidelines for Senior High School (SHS) Teaching Positions effective School Year 2017-2018, and to have a Registry of Qualified Applicants per SHS Subject Groups, this Office announces the schedule of activities viz:

DATE	ACTIVITIES	VENUE	PERSON/ COMMITTEE IN-CHARGE
March 7, 2017	Reorientation of Division Selection Committee and Sub-Committee	CID Office	Division Selection Committee
March 13-22, 2017	Submission of Documents to SDO-ASDS Office	SDO ASDS Office	Division Selection Committee
April 3-4, 10-12, 2017	Evaluation of documents on Education, Training/Industry/ Workplace, Experience, Specialized Training and Portfolio/Outstanding Achievement	SDS Conference Hall	Division Selection Committee
April 24-28, 2017	Demonstration Teaching / Interview	SDO Conference Hall	Division Sub-Selection Committee
May 2-4, 2017	Review and Finalization of Rating	SDO Conference Hall	Division Selection Committee
May 5, 2017	Submission of RQA to the SDS for approval	SDO Conference Hall	Division Selection Committee

2. The members of the Division Selection Sub-Committee who will evaluate the documents of applicants are entitled to Compensatory Credit (COC) as per CSC-DBM Joint Circular No. 2, s. 2004 dated October 4, 2004 in case the activity will fall on Saturdays and holidays.
3. Travel and other expenses relevant to the conduct of the activities shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate and wide dissemination of this Memorandum is desired.

[Signature]
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

Reference:

DepEd Order No. 03, s. 2016

To be included in the Perpetual Index under the following subjects

APPOINTMENT SCHOOL
POLICY SECTION
RECRUITMENT TEACHERS