



Republic of the Philippines  
**Department of Education**  
Region V – Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

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**MEMORANDUM**  
**OSDS-UM-05-28-2020/MLTDLR**

To: Assistant Schools Division Superintendent  
Division Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary School Heads  
Division ITO Coordinator  
District/School ICT Coordinators


**RELEASED**

DepEd, Division of Catanduanes  
RECORDS SECTION

Date: MAY 28 2020

Time: 13:24

Initial Signature: [Signature]

FROM:   
**DANILO E. DESPI**  
Schools Division Superintendent

SUBJECT: **SELECTION AND RECRUITMENT OF ELEMENTARY SCHOOL TEACHERS FOR  
TEACHER I POSITION (SY 2020-2021)**

DATE: **May 22, 2020**

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1. In compliance to DepEd Order No. 7, s. 2015 and Division Memorandum No. 59, s. 2020, The selection process for Teacher I Applicants in the elementary level that started on March 11, 2020 shall be continued starting May 27, 2020 onwards by Municipality, except Virac which will be done by district.
2. The over-all incharge of the activity are the Public Schools District Supervisors and Incharge of the district. The PSDS shall be assisted by six (6) elementary school heads and three (3) ICT Coordinators in going through with the different processes. The specific guidelines to be followed are enclosed in this Memorandum.
3. The members of the Municipal Selection Committee are entitled to service credits for teachers pursuant to paragraph 5.3 letter k of the Joint Circular No. 2 by the CSC DBM dated October 4, 2004.
4. Food (1meal and 2 snacks) of the committee shall be charged against Division MOOE/Local Funds.
5. Attached to this Memorandum are the following:
  1. Guidelines in the Selection Process
  2. Municipal/District Selection Committee
  3. List of the number of teacher applicants by municipality
6. For information, guidance and compliance.

**DIVISION ORIENTATION OF  
MUNICIPAL SCREENING  
COMMITTEE FOR TEACHER I  
APPLICANTS (ELEMENTARY  
LEVEL)**

1

1. In compliance to Division Memorandum No. 59, s. 2020 re: Selection and Recruitment of Elementary and Secondary School Teachers for Teacher I Position School Year 2020-2021, the Interview, Demo Teaching and Skills Demo shall be done by Municipality Level.
2. The Public Schools District Supervisors or Principal II, Incharge of the District shall serve as the Overall Incharge of the activity with 6 school heads and 3 ITO.

2

The Composition shall be:

LP	DEMO TEACHING	SKILLS DEMO	INTERVI EW	ITO
1 SH	2 SH	2	2	3

3. The Committee (per municipality) prepare the competencies in English, Math and Science from Grades IV to VI, First Quarter. The School Head incharge in the LP shall observe the time allowed for the process.

3

- Applicants may bring their reference like books etc. so with instructional material like manila paper.
  - They may bring laptops or IT aided instruction.
4. Applicants are free to choose the learning area and grade level to demo on.

4

Time allotment:

Lesson Planning and Preparation of IM  
(1 1/2 hours)

Demo Teaching - 30 mins.

Interview - 15 mins.

Skills Demo - 2 hours

5. There will be 2 observers who will rate the applicant. The ITO shall record the process (demo teaching, interview and skills demo to be submitted to the Division ITO thru the link: <http://deped.in/CTDTCHRAplicants>

5

The videotaped demo shall be reviewed by the EPS incharge who serves as the 3<sup>rd</sup> rater.

5. There will be 5 rooms to be prepared (holding area-Multi Purpose Hall, LP, Demo, Interview and Skills Demo)

6. A 30-minute Orientation preferably at 7:30 AM to 8:00 AM to applicants be done on the day they are scheduled so as to comply with the 10 pax for a face to face assembly. Social distancing, wearing of face mask and other health protocols shall be strictly observed.

6

7. The SDO shall prepare the following:

\*Proposal - Php 350.00 for 1 meal and 2 snacks (Caterer)

\*Different Forms

\*List of Applicants (new and old)

Interview

Skills Demo/Validation

Numbers to be provided to selected applicants

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### SCHEDULE OF TEACHER APPLICANTS

NO.	LP & IM PREP.	DEMO	INTERVIEW	SKILLS DEMO
1	8:00 -9:30	9:35-10:05	10:10-10:25	1:00-3:00
2	9:00-10:30	10:35-11:05	11:10-11:25	1:30-3:30
3	9:30-11:00	11:10-11:40	11:45- 12:00NN	2:00-4:00
4	12:00 NN- 1:30	1:35-2:05	8:00-8:15	8:30-10:30
5	12:30-2:00	2:10-2:40	8:20-8:35	9:00-11:00
6	1:30-3:00	3:10-3:40	8:40-8:55	9:30-11:30

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**VENUE:**

Holding Area

Lesson Planning and Instructional Material  
Preparation

Demo Teaching

Interview

Skills Demo/Validation

\*Numbers be provided to teacher applicants

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The PSDS shall consolidate the result of the  
initial evaluation of teacher applicants

**NEXT STEPS:**

To determine/decide on the start of  
evaluation.

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## MUNICIPAL/DISTRICT SELECTION COMMITTEE FOR TEACHER I APPLICANTS

DISTRICT	LESSON PLANNING	DEMO-TEACHING	INTERVIEW	SKILLS DEMO	ICT
Gigimoto	Juan O. Geromo	Marino Pantaleon	Henry T. Marin	Juan Tatad	Amelito Torillos Jr
		Wilson Olino	Jose Tapia	Chito Carranza	Tristan Philip Ramos
Pandani	Ma Celia Soneja	Amalia Domingo	Arnulfo Bernardino	Arnel Bonifacio	Glenda Isorena
	Percy Rima	Minnie Lopez	Nelson Isorena	Joel Datoon	
Caramoran	Irma S. Miraran	Alan S. Gud	Delfin I. De Leon	Efren O. Matienzo	Estrella B. Miraran
		Marjorie Toledana	Lea Z. Arcilla	Milai R. Del barrio	Gina Dela Cruz
					Bivvlyen Isarna
Bagamanoc	Ma. Gracia Baluyot	Cynthia Evangelista	Nieva Dj. Tuibeo	Aileen Villasana	Richelle Bragais
	Lolita P. Dela Rosa	Rebecca Villacorta	Noe Villamartin	Leny Ignacio	Lenora Villamartin
					Wilfred Villaflor
San Miguel	Marigen M. Torrente	Timmy T. Alcantara	Belen T. Tapas	Virgina M. Tejerero	Lourdes Basierto
		Jocelyn Burce	Elena C. Tedera	Jhonney Boy D. Bernal	Lea Tating
Panganiban	Corazon Magtangob	Linda Dela Rosa	Brenda Villarey	Samuel Pante	Cherilyn Turado
		Beatriz Arisapa	Josephine Vallespin	Romeo Alberto	Suzette Olarve
					Marjorie De Leon
Baras	Maribel Tagoo	Jose T. Arcilla	Erlinda C. Borbe	Jovel T. Tendencia	Rea R. Tating
		Evelyn M. tapia	Emma S. Ogalin ola	Lilybeth T. Gualberto	Shiela D. Ramos
					Jan Marvin A. Toledana
Virac North	Marisol T. Lim	Lina S. Mariano	Opero A. Turado	Jay Tabuzo	Melbeth Aldea
		Marivic T. Camacho	Elias V. Abundo	Lilibeth Tabuzo	Amalia M. Aguilar
					Neil Bañares

DISTRICT	LESSON PLANNING	DEMO-TEACHING	INTERVIEW	SKILLS DEMO	ICT
Virac South	Rosie Imperial	Fe Mendoza	Merly Gonzales	Ruben Jose V. Tria	John Alrey Tidon
	Gloria Soria	Salve Templo	Jessie Icaranom	Shiela Maria Zapanta	Joan Correo
					Daisy Cambonga
Bato	Jenry Tayam	Myla Cordial	Ruth B. Sorreera	Irene Torzar	Paul Javier Tejerero
		Jane Tabor	Miguelito T. Rodriguez	Estrella Rojas	Jessie Rodulfo
					Wilson Tremanio
San Andres	Anchelita P. Sicio	Dennis L. Gianan	Edgar A. Rima	Rolly Nazareno	Iganie Besonia
	Soledad Gianan	Mannuel Tablizo	Delia Lazaro		Michael Angelo Almazan
					Marisol Toledo
Viga	Victoria Palomer	Ma. Liza Arrojo	Joselito Ruiz	Ramon Tura	Lerma Timajo
	Danilo Valderama	Cynthia Usero	Clarissa Magdaraog	Ma. Lizette Magistrado	Loida Tubeo



### LIST OF THE NUMBER OF TEACHER APPLICANTS

NO.	DISTRICT	TOTAL NEW APPLICANT	TOTAL WITH DEMO	STILL TO DEMO	OLD APPLICANTS		
					INTERVIEW	DEMO	SKILLS DEMO
1	Bagamanoc North	3	2	1	2	0	3
2	Bagamanoc South	1	1	0	2	0	0
	<b>BAGAMANOC</b>		NEW APP OLD APP TOTAL	1 7 <b>8</b>	DAYS	<b>1 day</b>	
1	Baras North	8	5	3	0	0	0
2	Baras South	6	2	4	1	2	1
	<b>BARAS</b>		NEW APP OLD APP TOTAL	7 4 <b>11</b>	DAYS	<b>2 days</b>	
1	Bato East	2	0	2	1	2	4
2	Bato West	8	0	8	0	0	0
	<b>BATO</b>		NEW APP OLD APP TOTAL	10 7 <b>17</b>	DAYS	<b>3 days</b>	
1	Caramoran North	14	6	8	6	4	2
2	Caramoran South	10	0	10	4	2	3
	<b>CARAMORAN</b>		NEW APP OLD APP TOTAL	18 21 <b>39</b>	DAYS	<b>6 days</b>	

NO.	DISTRICT	TOTAL NEW APPLICANT	TOTAL WITH DEMO	STILL TO DEMO	OLD APPLICANTS		
					INTERVIEW	DEMO	SKILLS DEMO
1	Gigmoto	10 GIGMOTO	0 NEW APP OLD APP TOTAL	10 10 2 12	1 DAYS	1 2 days	0
1	Pandan East	3	0	3	3	2	0
2	Pandan West	7 PANDAN	0	7	5	3	3
			NEW APP OLD APP TOTAL	10 16 26	DAYS	4 days	
1	Panganiban	10 PANGANIBAN	5 NEW APP OLD APP TOTAL	5 5 9 14	4 DAYS	5 2 days	0
1	San Andres East	11	2	9	2	1	4
2	San Andres West	12 SAN ANDRES	2	10	3	2	3
			NEW APP OLD APP TOTAL	19 15 34	DAYS	5 days	
1	San Miguel North	2	0	2	3	1	0
2	San Miguel South	4 SAN MIGUEL	0	4	2	0	0
			NEW APP OLD APP TOTAL	6 6 12	DAYS	2 days	