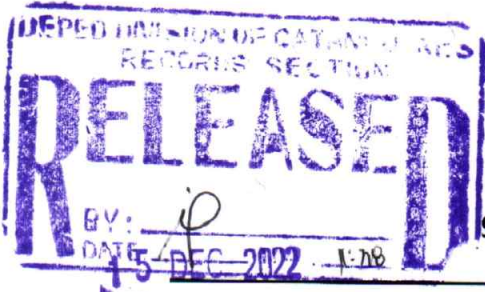




Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES



UNNUMBERED MEMORANDUM:

OSDS-PER-UM-12-14-2022/MBL

TO : Assistant Schools Division Superintendent
Public Schools District Supervisors/In-Charge of Districts
All Others Concerned

FROM : By Authority of the Schools Division Superintendent

MA. LUISA T. DELA ROSA
Assistant Schools Division Superintendent
Officer-In-Charge

SUBJECT : **ORIENTATION-WORKSHOP ON RECLASSIFICATION**

DATE : December 15, 2022

1. In connection with the DepEd Order No. 97 s. 2011 or the Revised Guidelines on the Allocation and Reclassification of School Head Positions and DECS Order No. 59 s. 2000 or the Equivalents Record Form (ERF) Not Required for Promotion to Vacant Teacher II and III Positions, a **Division Orientation-Workshop on Reclassification for CY 2023** to concerned participants will be conducted on **December 16, 2022 (Friday) at 8:00 AM-5:00 PM** at Rakdell Inn, San Pedro, Virac, Catanduanes.
2. The activity aims to provide a systematic support system to new Administrative Officers and HRMO personnel through familiarization on the processing of reclassification.
3. Participants in this activity are; Administrative Officers (Elementary) and HRMO Staff.
4. Travel and other incidental expenses shall be charged to MOOE/Local Funds while meals shall be charged to the HRTD Funds subject to the usual accounting and auditing rules and regulations.
5. For your information, guidance and compliance.

MBL/Orientation on Reclassification
045/December 15, 2022



San Roque, Virac, Catanduanes
(052) 811-40-63
catanduanes@deped.gov.ph
www.depedrovcatanduanes.com
DepEd Tayo-Region V - Catanduanes