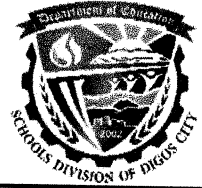




Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



**DIVISION MEMORANDUM**  
No. 1097, s. 2017

November 23, 2017

**Designation Order**  
**COMPOSITION FOR DIVISION SELECTION COMMITTEE**

**For the Elementary:**

To: **MELANIE P. ESTACIO, PhD, OIC-Office of the ASDS**  
**BEVERLY S. DAUGDAUG, EdD, Chief ES- CID**  
**JOAN NIONES, EdD, EPS**  
**RONILYN NIEVES, EPS**  
**ENGR. PETER JULY SORONGON- PTA Federated President**  
**JONATHAN RELLON – President, PESPA**  
**MARILYN T. PAVINO – Representative, ACT**

**For the Secondary:**

**MELANIE P. ESTACIO, PhD, Office of the ASDS**  
**SOLLIE BERNANDINO-OLIVER, Chief ES-SGOD**  
**EVANGELINE A. HERNAN, EPS-SGOD**  
**IDA JUEZAN, EdD- EPS**  
**EPIE GRACE PRESTO, EPS**  
**ENGR, PETER JULY SORONGON-PTA Federated President**  
**ROGER A. MANAPOL, EdD – Principal 1V- NAPSSHI**  
**MARILYN T. PAVINO – Representative, ACT**

1. The Department of Education (DepEd) recognizes that the success of any education system greatly relies on the competence of its teachers. Hence one of the primary issues the Department aims to address through its comprehensive implementation of the K to 12 Basic Education program is the need for highly competent teachers in public elementary and secondary schools.
2. Faithful to the merit and fitness principle of the Civil Service Doctrine of the Constitution and DepEd's continuing thrust to enhance the quality of basic education, DO 7, s. 2015 titled "Hiring Guidelines for Teacher 1 Positions effective School Year (SY) 2015-2016 is promulgated.
3. Following compliance with the afore stated DepEd Order 7, s.2015, this Office issues a Division Memorandum organizing and designating the above named members of the Division Selection Committee for Elementary Schools with the following functions stipulated under paragraph 6.2.2.2 of the same guidelines to wit;
  - Receives from the School Screening Committee the list of applicants with the corresponding documents
  - Verifies the documents submitted by the School Screening Committee as to completeness, accuracy, authenticity, and veracity
  - Evaluates applicants on Education, Teaching Experience, LET/PBET Rating, Interview, Demonstration Teaching, and Specialized Training and Skills based on the criteria set forth in these guidelines

Encls: List Enclosures

References: DepEd Order

To be indicated in the Perpetual Index under the following subjects:  
SUBJECT

DepED: memorandum title  
22 November 2017

- Reviews and consolidates the results of the individual ratings of applicants, based on the scores they obtained in each criterion for evaluation
  - Prepares separate division-wide RQAs for Kindergarten, Elementary, and Secondary
  - Sends to each applicant a written communication detailing the scores he or she has received for each evaluation criterion as well as the final overall rating, signed by the Chair
  - Secures list of its LGU-funded teachers from the office of the provincial governor, city/municipal mayor, or provincial/city/municipal administrator
  - Ensures that LGU-funded and volunteer teacher-applicants go through the application process as provided for in these guidelines
  - Submits the complete results of the evaluation of applicants, including pertinent records of deliberations, to the SDS for approval
4. All memoranda and previous related issuances inconsistent herewith are deemed repealed accordingly.
  5. This designation takes effect upon receipt hereof until revoked or rescinded for a just cause.
  6. For information, guidance and compliance.



**WINNIE E. BATOON, EdD**  
 Officer in Charge  
 Office of the Schools Division Superintendent

DepEd Schools Division of Division

**RELEASED**

1297  
 Date: DEC 27 2017 Time: 5:43 PM

Sv: 