



Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL

MEMORANDUM

No. 051, series 2019

TO : **Education Program Supervisors
Schools District Supervisors/ In-Charge
Senior Education Program Specialists
Education Program Specialists II
Secondary and Elementary School Heads
This Division**

FROM : 
RANDOLPH B. TORTOLA
Schools Division Superintendent

SUBJECT : **ORIENTATION OF TEACHER-APPLICANTS AND
DISTRICT/ SCHOOL SELECTION COMMITTEE**

DATE : January 28, 2019

1. In consonance with Division Memorandum No. 31, s. 2019, re "Recruitment, Evaluation and Selection of New Teacher Applicants for Teacher I Positions in Elementary and Secondary Schools (SY 2019-2020)," the Division Office shall conduct an Orientation to Teacher-Applicants and the District/School Selection Committee following the dates, time and venue below;

Date/ Time	Participants	Venue
January 31, 2019 8:00am-12:00nn 1:00pm-5:00pm	(Magsaysay-Tagoloan Districts) Elementary Teacher Applicants/ District Selection Committee Secondary Teacher Applicants/ School Selection Committee	Baliwagan NHS, Balingasag South
February 1, 2019 8:00am-12:00nn 1:00pm-5:00pm	(MOGCHS- Lugait Districts) Elementary Teacher Applicants/ District Selection Committee Secondary Teacher Applicants/ School Selection Committee	Opol National Technical School, Opol

2. The representatives of the District and School Selection Committee who will attend the orientation shall be composed of the following;

Elementary

Chairperson: Public Schools District Supervisor
Members : 1 School Head
 : 1 School Head (Secretariat, preferably ICT-literate)
TOTAL : 3 *per district*

Secondary

Chairperson: School Principal (Large Secondary School)
Members : 1 School Head
 : 1 School Head (Secretariat, preferably ICT-literate)
TOTAL : 3 *per district*

3. Attached to this Division Memorandum is a copy of the matrix of activities for your reference.
4. Travel, meals and other related expenses of the District and School Selection Committee shall be charged to local funds subject to auditing and accounting rules and regulation.
5. Wide dissemination of this Division Memorandum is hereby enjoined.

RBT/ROM/ikm

**ORIENTATION OF TEACHER-APPLICANTS AND
DISTRICT/ SCHOOL SELECTION COMMITTEE**

January 31 and February 1, 2019

Matrix of Activities

Time	Activity	Person-In-Charge
8:00- 8:30 am	Arrival and Registration	c/o Host School
8:30-9:30 am	Opening Program: Pambansang Awit Invocation Acknowledgement of Participants Welcome Message Message	c/o EMAN A. LACHICA, EPS II AVP AVP RUDY O. MAGDUGO Chief, SGOD ROIE M. UBAYUBAY District-In Charge, Opol BEATRIZ E. ACDAL PSDS, Balingasag North RANDOLPH B. TORTOLA Schools Division Superintendent
Orientation Proper (Elementary)		
9:30-11:00am	DepEd Order No. 7 and 22, s. 2015	RUDY O. MAGDUGO Chief EPS, SGOD IRISH KARYLLE D. MONTE SEPS- HRD
11:00-11:45 am	Open Forum *There will be a separate orientation for the District Selection Committee	GERRY P. MADRID EPS II SMME
11:45-1:00 pm	Lunch Break	
Orientation Proper (Secondary)		
1:00-1:30pm	Energizer Acknowledgement of Participants Welcome Message	
1:30-3:00pm	DepEd Order No. 7 and 22, s. 2015	RUDY O. MAGDUGO Chief EPS, SGOD IRISH KARYLLE D. MONTE SEPS- HRD
3:00-4:00pm	DepEd Order No. 3, s. 2016	RHODORA L GALLARES EPS/ SENIOR HS FOCAL PERSON

4:00-4:45pm	Open Forum *There will be a separate orientation for the School Selection Committee	GERRY P. MADRID EPS II SMME
4:45-5:00pm	Closing Ceremonies Closing Prayer Makabayan Song	c/o EMAN A. LACHICA, EPS II

Prepared by


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Reviewed by


RUDY O. MAGDUGO
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Approved by


RANDOLPH B. TORTOLA
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