



June 8, 2015

DIVISION MEMORANDUM

No. 1571 s. 2015

**RECRUITMENT, EVALUATION AND SELECTION OF NEW TEACHER APPLICANTS  
FOR REMAINING TEACHER I POSITIONS EFFECTIVE SCHOOL YEAR 2015-2016**

To: Education Program Supervisors  
Public Schools District Supervisors/ In Charge  
Elementary and Secondary School Heads  
This Division

1. The Registry of Qualified Applicants (RQA) for Teacher I Positions for School Year 2015-2016 per DepEd Order No. 7, s. 2015 entitled Hiring Guidelines for Teacher I Positions Effective School Year 2015-2016 has been completed and announced through Division Memorandum No. 106, s. 2015 dated April 29, 2015.
2. On June 2, 2015, the Department of Education released DepEd Order No. 22, s. 2015 entitled Hiring Guidelines for the Remaining Teaching Positions Effective School Year 2015-2016 which bears changes in rating education, teaching experience and specialized training and skills.
3. With the above premise, applicants who were not included in the RQA released on April 29, 2015 may update their documents by submitting the following:
  - a. **Original Service Record/ Certificate of Employment** for teaching experience rendered;
    - a.1. after graduation from the Teacher Education Institute, even prior to passing the LET, and
    - a.2 from a government accredited or recognized institution for, Kindergarten/ Preschool, Elementary, Secondary, Tertiary Education, Higher Education, Special Education (SPED), Alternative Learning System (ALS), Technical Vocational Education and Training (TVET), and Learning Institutions offering Culture-Based Education Programs for Indigenous People (IP).
  - b. **Original Certificate of Participation to Specialized Trainings** for skills development in fields related to the work, duties, and functions of the Teacher I Position.
4. The documents mentioned in paragraph 3 shall be submitted to this Office through the Receiving Section, Attention: The Division Selection Committee on or before June 11, 2015.
5. Immediate dissemination of this Memorandum is enjoined.

  
**CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent

CLL/jgv

Reference: DepEd Order No. 22 s. 2015 To be indicated in the Perpetual Index  
under the following subjects:

RECRUITMENT      SELECTION      TEACHERS APPLICANTS