



Republic of the Philippines  
**Department of Education**  
REGION X  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

**Office of the Schools Division Superintendent**

June 26, 2024

DIVISION MEMORANDUM

No. **386** s. 2024

**SCHOOL RANKING FOR PROMOTION OF TEACHER II AND TEACHER III**

TO: Assistant Schools Division Superintendent  
Chief Education Program Supervisors  
Public Schools District Supervisors  
Education Program Supervisors  
Elementary and Secondary School Principals  
All Others Concerned

1. This Office announces the School Ranking for Promotion of Teacher II and Teacher III positions in Elementary and Secondary Level.
2. Concerned School Heads shall assign the School Human Resource Management Officer (HRMO) the responsibility of posting the vacancies at three (3) conspicuous places within and outside the school premises from **July 1-11, 2024**. They shall also be responsible for accepting letters of intent and supporting documents from interested applicants. School HRMO may be the non-teaching personnel, preferably Administrative Officer II, assigned as Personnel Selection Board (PSB) Secretariat.
3. All interested applicants may submit their letters of intent to the respective school heads where vacancies exist and where they intend to apply. The deadline for submission is 5:00 o'clock in the afternoon on **July 11, 2024**. Pertinent documents must be submitted inside a long folder with fastener or binder clip indicating the candidate's name and the position being applied for.
4. Below is the Schedule of Activities, Human Resource Merit Promotion Selection Board (HRMPSB) Monitoring Team, and Venue:

Date	Venue	Responsible person	Activities
<b>July 1-11, 2024</b>	School where vacancy exists	School Human Resource Management Officer (HRMO)	Posting of vacancies at three (3) conspicuous places and Acceptance of applicants' pertinent documents
<b>July 12, 2024</b>	School where vacancy exists	School Personnel Selection Board (PSB)	Initial evaluation of applicant's documents
<b>July 15, 2024</b>	three (3) conspicuous places	School HRMO	Posting of Initial Evaluation Result (IER)



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<b>July 22, 2024</b>	<b>Team 1 - Sugbongcogon CS</b> (Sugbongcogon to Magsaysay applicants)  <b>Team 2 - Balingasag CS</b> (Claveria, Jasaan to Binuangan applicants)  <b>Team 3 - Opol CS</b> (Villanueva to Opol applicants)  <b>Team 4 - Alubijid CS</b> (Alubijid to Lugait applicants)	<b>Melanie C. Estenzo</b> , AO IV Shayne Yannah M. Frias Shaina C. Velez  <b>Maria Teresa M. Absin</b> , Chief-SGOD Claribel L. Rodriguez Aubrey Marie Cristine B. Tabor  <b>Janice Lourdes S. Resurreccion</b> , AO V Christine Grace E. Tahud Betty P. Saliring  <b>Maria Asuncion Rafols</b> , EPS-CID Shella Joy A. Ramiro Marie Kris N. Yamis  <b>School PSB</b> (where vacancy exists)	Assessment of applicants' pertinent documents  Interview of the applicants  Submission of Comparative Assessment Result (CAR)
<b>July 23-24, 2024</b>	Division Office	Division HRMPSB Monitoring Team	Final Evaluation and Approval of CAR
<b>July 25 - August 4, 2024</b>	three (3) conspicuous places	School HRMO	Posting of results; applicants can request corrections within 5 days from the date of posting
<b>August 5, 2024</b>	Division Office	Division HR	Implementation of the CAR

5. Enclosed are the following, for ready reference.

Enclosure No. 1 – Omnibus Certification and Veracity of Documents

Enclosure No. 2 – List of Vacant Items

Enclosure No. 3 – CSC approved Qualification Standards

6. Certificate of participation to national/international training must be supported with a certified copy of the authority to travel/participate in said national/international training and a Re-entry Plan for the points of such document be credited to the applicant's points. Moreover, article published for wide circulation in the local, national or international paper must be supported it with the author's notarized sworn affidavit stating that the article was originally written by him/her and that nobody wrote it for him or her whether for free or with a corresponding payment.

7. The cut-off date of the Certificates of Participation to training, Consultancy/Resource Speakership, Action Research, Innovations, Publication of an article and other pertinent documents for the said selection shall be two (2) months before



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the date of the posting of this Division Memorandum. Research and innovation must have an approval sheet with manuscript and abstract.

8. **DepEd Order No. 66, s. 2007** shall serve as the basis for document evaluation and interviews. It is advised that applicants must present original copies of documents during the scheduled interview. **No additional documents shall be accepted after the deadline.**

9. After the Evaluation and Interview of applicants, the concerned School HRMO are directed to submit the following documents to the assigned Division HRMPSB Monitoring Team (you may download the forms at [bit.ly/RankingDocuments](https://bit.ly/RankingDocuments)):

- a. Comparative Assessment Result (CAR) - *sheet DO#66s2007(T2-T3)*
- b. Applicants' folder with Deliberation Sheet for T2/T3

10. Expenses that will be incurred in this activity/undertaking shall be charged to Division's MOOE for division-office based personnel, however, the traveling, accommodation, per diem, and other incidental expenses incurred by the school-based personnel shall be charged to the school's MOOE or other local funds subject to its availability and the usual accounting and auditing rules or regulations.

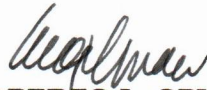
11. Throughout the entirety of this activity, all applicants are expected to adhere DepEd Order No. 19, s. 2022 or the Department of Education Merit Selection Plan, which enforces this Office's Implementation of **Equal Employment Opportunity Principle (EEOP)**, ensuring equal opportunity regardless of age, sex, sexual orientation, gender identity, civil status, disability, religion, ethnicity, and political affiliation, among others.

12. Only the qualified applicants who can submit the documents on time shall be included in the Comparative Assessment Result (CAR), who shall also join the interview/deliberation.

13. The Division Human Resource Merit Promotion Selection Board (HRMPSB) is composed of the following:

Chairman	<b>MARY ANN M. ALLERA</b> Assistant Schools Division Superintendent
Members	<b>MARIA TERESA M. ABSIN</b> , Chief-SGOD <b>JANICE LOURDES S. RESURRECCION</b> , ADOF V <b>MELANIE C. ESTENZO</b> , ADOF IV-HRMO <b>MARIA ASUNCION G. RAFOLS</b> , MOPSTEA President
Secretariat	<b>CLARIBEL L. RODRIGUEZ</b> , ADAS III

14. Immediate and wide dissemination of this Memorandum is desired.

  
**EDILBERTO L. OPLENARIA, EdD, CESO V**  
Schools Division Superintendent

OSDS-ELO/MAMA/JLSR/mce/symf



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Enclosure No. 1

**OMNIBUS CERTIFICATION OF AUTHENTICITY AND VERACITY OF DOCUMENTS**

I, \_\_\_\_\_, Filipino of legal age, with permanent address at \_\_\_\_\_, after being sworn in accordance with law, hereby depose and state that:

1. I am applying for \_\_\_\_\_ at \_\_\_\_\_, \_\_\_\_\_.  
*Specific Position School Address of School*

2. I have submitted the following documents:

- \_\_\_ 2.1 Letter of intent (*addressed to Schools Division Superintendent*)
- \_\_\_ 2.2 Duly accomplished Personal Data Sheet (CSC Form 212 Revised 2017) and Work Experience Sheet
- \_\_\_ 2.3 Certificate of Rating/Valid PRC License (*for those who applied for renewal of license, attach proof of transaction slip and official receipt*)
- \_\_\_ 2.4 Performance ratings in the last three (3) rating periods
- \_\_\_ 2.5 Updated Service Record
- \_\_\_ 2.6 Certificate of outstanding accomplishments
  - a. Outstanding Employee Award (*must be accredited by DepEd*)
  - b. Innovation (Innovative work plan properly documented, approved by immediate Chief and attested by authorized Regional/Division Official)
  - c. Research and Development Project/s (*Action Research conducted*)
  - d. Publication/Authorship (*certification and article*)
  - e. Consultant/Resource Speaker in Trainings/Seminars
- \_\_\_ 2.7 Transcript of Records for Baccalaureate Degree and Post Graduate Degree
- \_\_\_ 2.8 Certificate of relevant trainings/seminars attended (*conducted for at least 2 months prior to this memo and not credited during the last promotion*). Attach summary of the submitted seminar trainings attended within 5 years

3. I am executing this Certification to attest the authenticity and veracity of all documents submitted.
4. By executing this Omnibus Certification of Authenticity and Veracity of Documents, I hereby authorize the Department of Education, Division of Misamis Oriental through the Principal, to verify the authenticity of the abovementioned documents.

\_\_\_\_\_  
Name and Signature of Applicant

Date \_\_\_\_\_

Certified true and correct:

\_\_\_\_\_  
School Principal



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8





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Enclosure No. 3

**CSC APPROVED QUALIFICATION STANDARDS**

<b>Position Title/Salary Grade</b>	<b>Education</b>	<b>Experience</b>	<b>Training</b>	<b>Eligibility</b>
<b>Teacher III (Kindergarten)</b> SG-13	Bachelor's degree in early childhood education (BECED) or its equivalent	None required	None required	RA 1080 (Teacher)
<b>Teacher II (Elementary)</b> SG-12	Bachelor of Elementary Education or Bachelor's Degree plus 18 professional units in Education	1 year relevant experience	None required	RA 1080 (Teacher)
<b>Teacher III (Elementary)</b> SG-13	Bachelor of Elementary Education or Bachelor's Degree plus 18 professional units in Education	2 years relevant experience	None required	RA 1080 (Teacher)
<b>Teacher II (Junior High School)</b> SG-12	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	1 year relevant experience	None required	RA 1080 (Teacher)
<b>Teacher III (Junior High School)</b> SG-13	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	2 years relevant experience	None required	RA 1080 (Teacher)



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Enclosure No. 2

**LIST OF VACANT ITEMS**  
As of June 2024

**A. TEACHER III (KINDERGARTEN)**

1	Lugait	Lugait CS	OSEC-DECSB-TCH3-660436-2019
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**B. TEACHER II (ELEMENTARY)**

1	Alubijid	Alubijid CS	OSEC-DECSB-TCH2-663932-1998
2	Balingasag	Cala-Cala ES	OSEC-DECSB-TCH2-660310-2019
3	Balingasag	Napaliran ES	OSEC-DECSB-TCH2-664243-1998
4	Balingoan	Kabulakan IS	OSEC-DECSB-TCH2-660324-2019
5	Balingoan	Kauswagan ES	OSEC-DECSB-TCH2-662526-1998
6	Balingoan	Mantangale ES	OSEC-DECSB-TCH2-660810-2016
7	Claveria	Gumaod IS	OSEC-DECSB-TCH2-661528-2017
8	Claveria	Hinaplanan ES	OSEC-DECSB-TCH2-663972-1998
9	Claveria	Kanangkaan ES	OSEC-DECSB-TCH2-660235-2014
10	Gitagum	Gitagum CS	OSEC-DECSB-TCH2-664943-1998
11	Initao	Jampason ES	OSEC-DECSB-TCH2-664016-1998
12	Jasaan	Jasaan CS	OSEC-DECSB-TCH2-663926-1998
13	Lugait	Biga ES	OSEC-DECSB-TCH2-663899-1998
14	Lugait	Lugait CS	OSEC-DECSB-TCH2-660347-2019
15	Magsaysay	Cabubuhan ES	OSEC-DECSB-TCH2-664922-1998
16	Manticao	Manticao CS	OSEC-DECSB-TCH2-660073-2005
17	Manticao	Punta Silum ES	OSEC-DECSB-TCH2-664248-1998
18	Manticao	Punta Silum IS	OSEC-DECSB-TCH2-664172-1998
19	Medina	Maanas ES	OSEC-DECSB-TCH2-664814-1998
20	Medina	Medina CS	OSEC-DECSB-TCH2-663956-1998
21	Naawan	Naawan CS	OSEC-DECSB-TCH2-660190-2008
22	Naawan	Naawan CS	OSEC-DECSB-TCH2-664021-1998
23	Opol	Igpit ES	OSEC-DECSB-TCH2-660124-2004
24	Opol	Igpit ES	OSEC-DECSB-TCH2-664138-1998
25	Salay	Alipuaton IS	OSEC-DECSB-TCH2-664236-1998
26	Salay	Looc ES Salay	OSEC-DECSB-TCH2-663864-1998
27	Salay	Salay CS	OSEC-DECSB-TCH2-664079-1998
28	Salay	Saray ES	OSEC-DECSB-TCH2-660148-2020
29	Sugbongcogon	Dampias E.A. Rañises ES	OSEC-DECSB-TCH2-660352-2019
30	Tagoloan	Tagoloan CS	OSEC-DECSB-TCH2-664201-1998
31	Talisayan	Sta. Ines ES	OSEC-DECSB-TCH2-664144-1998



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8





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REGION X

**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

32	Villanueva	Kimaya IS	OSEC-DECSB-TCH2-663870-1998
33	Villanueva	San Martin IS	OSEC-DECSB-TCH2-664043-1998
35	Villanueva	VN Chavez MCS	OSEC-DECSB-TCH2-660574-2022
36	Villanueva	VN Chavez MCS	OSEC-DECSB-TCH2-664231-1998

**C. TEACHER III (ELEMENTARY)**

1	Alubijid	Calatcat ES	OSEC-DECSB-TCH3-663581-1998
2	Alubijid	Loguilo ES	OSEC-DECSB-TCH3-660443-2019
3	Alubijid	Sampatulog IS	OSEC-DECSB-TCH3-663771-1998
4	Balingasag	Balingasag CS	OSEC-DECSB-TCH3-664545-1998
5	Balingasag	Baliwagan CS	OSEC-DECSB-TCH3-663752-1998
6	Balingasag	Cala-Cala ES	OSEC-DECSB-TCH3-660765-2014
7	Balingasag	Cala-Cala ES	OSEC-DECSB-TCH3-660779-2014
8	Balingasag	Mambayaan IS	OSEC-DECSB-TCH3-660069-2004
9	Balingasag	San Isidro ES	OSEC-DECSB-TCH3-662292-1998
10	Balingasag	Talusan ES	OSEC-DECSB-TCH3-660317-2020
11	Balingasag	Talusan ES	OSEC-DECSB-TCH3-660371-2020
12	Balingasag	Upper Hermano ES	OSEC-DECSB-TCH3-660365-2019
13	Claveria	Claveria CS	OSEC-DECSB-TCH3-660726-2014
14	Claveria	Minsacuba ES	OSEC-DECSB-TCH3-660684-2016
15	Claveria	Tamboboan ES	OSEC-DECSB-TCH3-660300-2010
16	Initao	Initao CS	OSEC-DECSB-TCH3-664528-1998
17	Initao	Oguis ES	OSEC-DECSB-TCH3-660663-2016
18	Initao	San Pedro ES	OSEC-DECSB-TCH3-660208-2012
19	Jasaan	Bobontugan ES	OSEC-DECSB-TCH3-660347-2010
20	Jasaan	Kimaya ES	OSEC-DECSB-TCH3-660070-2007
21	Kinoguitan	Calubo IS	OSEC-DECSB-TCH3-660340-2021
22	Kinoguitan	Biray ES	OSEC-DECSB-TCH3-663628-1998
23	Lagonglong	Dampil ES	OSEC-DECSB-TCH3-660068-2004
24	Lagonglong	Lagonglong CS	OSEC-DECSB-TCH3-660107-2023
25	Laguindingan	Tubajon IS	OSEC-DECSB-TCH3-660618-2016
26	Libertad	Taytayan ES	OSEC-DECSB-TCH3-660573-2020
27	Lugait	Kalangahan ES	OSEC-DECSB-TCH3-660069-2023
28	Lugait	Lugait CS	OSEC-DECSB-TCH3-660158-2017
29	Lugait	Lugait CS	OSEC-DECSB-TCH3-662405-1998
30	Manticao	Cabalantian ES	OSEC-DECSB-TCH3-660758-2014
31	Manticao	Manticao CS	OSEC-DECSB-TCH3-660367-2020
32	Manticao	Manticao CS	OSEC-DECSB-TCH3-660163-2017
33	Medina	San Jose ES	OSEC-DECSB-TCH3-660078-2023



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8





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**Department of Education**  
REGION X

**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

34	Naawan	Linangkayan ES	OSEC-DECSB-TCH3-664531-1998
35	Opol	Opol CS	OSEC-DECSB-TCH3-660749-2014
36	Salay	Mimbuli ES	OSEC-DECSB-TCH3-663768-1998
37	Salay	Salay CS	OSEC-DECSB-TCH3-660402-2019
38	Salay	Salay CS	OSEC-DECSB-TCH3-664490-1998
39	Salay	Saray ES	OSEC-DECSB-TCH3-660612-2016
40	Sugbongcogon	Ampiang ES	OSEC-DECSB-TCH3-660305-2019
41	Sugbongcogon	Alicomohan ES	OSEC-DECSB-TCH3-660303-2019
42	Tagoloan	Tagoloan CS	OSEC-DECSB-TCH3-662296-1998
43	Talisayan	Babanlagan ES	OSEC-DECSB-TCH3-663742-1998
44	Talisayan	Kalamkam ES	OSEC-DECSB-TCH3-660323-2010
45	Talisayan	Pangpangon ES	OSEC-DECSB-TCH3-660752-2014
46	Talisayan	Punta Santiago ES	OSEC-DECSB-TCH3-660280-2021
47	Talisayan	Talisayan CS	OSEC-DECSB-TCH3-663739-1998

**D. TEACHER II (JUNIOR HIGH SCHOOL)**

1	Tagoloan	Tagoloan NHS	OSEC-DECSB-TCH2-660144-2010
2	Tagoloan	Tagoloan NHS	OSEC-DECSB-TCH2-660035-2000
3	Jasaan	Bobontugan NHS	OSEC-DECSB-TCH2-660192-2010
4	Jasaan	Bobontugan NHS	OSEC-DECSB-TCH2-660166-2010
5	Jasaan	Bobontugan NHS	OSEC-DECSB-TCH2-660010-2005
6	Jasaan	Danao NHS	OSEC-DECSB-TCH2-660246-2014
7	Claveria	DG Sabal MNHS	OSEC-DECSB-TCH2-660399-2019
8	Balingasag	Baliwagan NHS	OSEC-DECSB-TCH2-660165-2010
9	Balingoan	Mantangale NHS	OSEC-DECSB-TCH2-660031-2005
10		MOGCHS	OSEC-DECSB-TCH2-664299-1998
11		MOGCHS	OSEC-DECSB-TCH2-660824-2016
12	Opol	Opol NSTS	OSEC-DECSB-TCH2-660046-2005
13	Alubijid	Lourdes Alubijid NHS	OSEC-DECSB-TCH2-660007-2007
14	Lugait	Lugait NHS	OSEC-DECSB-TCH2-660792-2016



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**E. TEACHER III (JUNIOR HIGH SCHOOL)**

1	Balingasag	Baliwagan NHS	OSEC-DECSB-TCH3-660053-2007
2	Claveria	Hinaplanan NHS	OSEC-DECSB-TCH3-660574-2016
3	Claveria	Mat-I Claveria NHS	OSEC-DECSB-TCH3-660590-2016
4	Lagonglong	Lumbo NHS	OSEC-DECSB-TCH3-660388-2020
5	Salay	Salay NHS	OSEC-DECSB-TCH3-660060-2007
6		MOGCHS	OSEC-DECSB-TCH3-663858-1998
7		MOGCHS	OSEC-DECSB-TCH3-660239-2010
8		MOGCHS	OSEC-DECSB-TCH3-660240-2010
9		MOGCHS	OSEC-DECSB-TCH3-660505-2021
10		MOGCHS	OSEC-DECSB-TCH3-660614-2019
11	Opol	Opol NSTS	OSEC-DECSB-TCH3-660004-2000
12	Alubijid	Alubijid NCHS	OSEC-DECSB-TCH3-660301-2008
13	Alubijid	Alubijid NCHS	OSEC-DECSB-TCH3-660222-2010
14	Alubijid	Lourdes Alubijid NHS	OSEC-DECSB-TCH3-660582-2016
15	Laguindingan	Laguindingan NHS	OSEC-DECSB-TCH3-660013-2005
16	Laguindingan	Laguindingan NHS	OSEC-DECSB-TCH3-660016-2005
17	Lugait	Lugait NHS	OSEC-DECSB-TCH3-663854-1998



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