



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

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11 May 2023

DIVISION MEMORANDUM  
No. 206, s. 2023

**ORIENTATION-WORKSHOP FOR DIVISION SCREENING COMMITTEE (DSC)  
MEMBERS FOR THE HIRING FOR TEACHER I POSITIONS FOR SCHOOL YEAR  
2023-2024**

To: **Asst. Schools Division Superintendent  
Chief CID, SGOD  
Education Program Supervisors  
Division Screening Committee Member  
All Others Concerned  
This Division**

1. To ensure the uniformity of interpretation to the guidelines and procedures stated in DepEd Order No. 7, s. 2023, this Office announces the conduct of the Orientation-Workshop for Division Screening Committee Members for the Hiring for Teacher I Positions for School Year 2023-2024 on **May 16, 2023, 8:00 a.m.** at **Apple Tree Resort and Hotel, Opol, Misamis Oriental.**
2. This Orientation-Workshop will discuss the guidelines on recruitment, selection and appointment in the Department of Education, specifically, in the hiring of Teacher I positions in the elementary and secondary levels only. Further, this orientation aims to equip the members of the Division Screening Committee the basic knowledge on the guidelines stipulated for recruitment in DepEd Order No. 7, s. 2023
3. This memorandum shall serve as your **Authority to Travel** and all travel and other incidental expenses shall be charged against local funds subject to the existing budgeting, accounting and auditing rules and regulations.
4. Expected participants and the tentative program flow are attached herewith for easy reference.







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5. All are reminded that this Office adheres to Equal Opportunity Principle (EOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
  
6. For information and compliance.

  
**RANDOLPH B. TORTOLA**   
Schools Division Superintendent

To be indicated in the Perpetual Index  
Under the following subjects:

TRAINING

WORKSHOPS

ORIENTATION





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Enclosure No. 1 to Division Memorandum No. \_\_\_\_\_, s. 2023

LIST OF EXPECTED PARTICIPANTS

Name	Designation	Official Station
1. Randolph B. Tortola	SDS	Division Office
2. Conniebel C. Nistal	ASDS	Division Office
3. Rolly B. Labis	Chief SGOD	Division Office
4. Ninian A. Alcasid	Chief CID	Division Office
5. Jeffrey M. Martinez	AO V	Division Office
6. Grace P. Paculba	EPSvr	Division Office
7. Mariel B. Ubaub	EPSvr	Division Office
8. Genevieve E. Lusterio	EPSvr	Division Office
9. Lina C. Bejiga	EPSvr	Division Office
10. Margie R. Valmoria	EPSvr	Division Office
11. Lorna H. Estrosas	EPSvr	Division Office
12. John Franklin Dresser	EPSvr	Division Office
13. Anabelle M. Mamaclay	EPSvr	Division Office
14. Marie Jade A. Cacayan	EPSvr	Division Office
15. Roque R. Sabasaje	EPSvr	Division Office
16. Helen S. Palasan	Principal III	PSB ES
17. Ma. Lou Lea C. Nob	Principal II	Sinaloc ES
18. Mark Anthony G. Arrieta	Teacher III	SFDA NHS
19. Marivic S. Torres	Principal I	Molugan NHS
20. Katherine Joy F. Marba	SPET I	ECCS
21. Rhea C. Batutay	MT I	Sinaloce ES
22. Nilo L. Lomongo	HT III	El Salvador City NHS
23. Maristel C. Castaños	T I	Sinaloc NHS
24. Jun Mark Rey O. Nob	MT II	Cogon NHS
25. Nestor J. Alalid	GPTA Pres	Molugan NHS
26. May Nannette C. Lontoc	GPTA VPres	El Salvador City CS
27. Emie P. Cartaciano	GPTA Sec	Molugan CS
28. Noeme Apatan	GPTA BOD	Amoros ES
29. Ricca Stephanie E. Oco	ADAS III	Division Office
30. Ruth A. Calubag	ADAS III	Division Office
31. Randy Rhys U. Capistrano	ADAS III	Division Office
32. Felanie Marie A. Lim	AO II	Division Office
33. Jenice Mae N. Lolo	ADAS III	Division Office
34. John Perkins S. Sillabe	ADA IV	Division Office
35. Renabelle B. Siaboc	COA/Rep	Division Office





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Enclosure No. 2 to Division Memorandum No. \_\_\_\_\_, s. 2023

<b>Time</b>	<b>Activity</b>
7:00 AM – 7:30 AM	Arrival and Registration
7:30 AM – 7:45 AM	Preliminaries (Makabayan Song, Prayer and Warm Up Exercise in AVP)
7:45 AM – 8:00 AM	Opening Message by SDS
8:00 AM – 8:45 AM	Topic 1: Basic Documentary Requirements for Submission Topic 2: Schedule of Activities <i>Randy Rhys U. Capistrano</i>
8:45 AM – 9:00 AM	Activity Workshop/ Presentation of Output
9:00 AM – 9:45 AM	Topic 3: Overview of DepEd Order 7, S. 2023 Topic 4: Criteria and Point System for Hiring Teacher 1 Positions (Discussion on Education, Training, Experience and Eligibility) <i>Rolly B. Labis</i>
9:45 AM – 11:00 AM	Activity Workshop
11:00 AM – 11:45 AM	Topic 5: Discussion on PPST Classroom Observable Indicators Topic 6: Discussion of Rubrics for Computation <i>Ninian A. Alcasid</i>
LUNCH BREAK	
1:00 PM – 2:15 PM	Activity Workshop
2:15 PM – 3:00 PM	Topic 7: PPST Non-Classroom Observable Indicators (NCOI) Measured Through the Teacher Reflection Form (TRF) <i>Grace P. Paculba</i>
3:00 PM – 3:45 PM	Activity Workshop
3:45 PM – 4:15 PM	SDS Echo from the MSP Seminar in Cebu
4:15 PM – 4:50PM	Open Forum
4:50 PM – 5:00PM	Closing Remarks by ASDS

