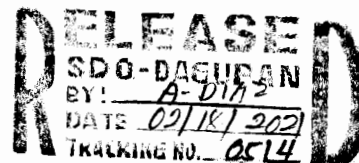




Republic of the Philippines  
**Department of Education**  
REGION I



SCHOOLS DIVISION OFFICE DAGUPAN CITY

**Office of the Schools Division Superintendent**

**Division Memorandum**

No. 41 s. 2020

To: Assistant Schools Division Superintendent  
Division Selection Board  
Public Secondary & Elementary School Heads  
& All Others Concerned

From: **OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

Date: February 18, 2021

Subject: **SELECTION'S HIRING OF TEACHER FOR KINDERGARTEN AND GRADES 1 TO 12 FOR S.Y 2021-2022**

1. In connection with the selection and hiring of Teachers for Kindergarten and Grades 1 to 12 for school year 2021-2022, the following schedule of activities shall be observed:

TASK/ ACTIVITY	DATE	PERSONS INVOLVED
Preparation of Score Sheets and Other Forms	February 18-19, 2021	DSC/HRMO
Virtual Meeting with DSCs	February 22, 2021	DSCs (Elementary, JHS, SHS), ITO, HRD
Virtual Orientation of Applicants	February 24-26, 2021	DSCs (Elementary, JHS, SHS), ITO, HRD
English Proficiency Test (EPT) Administration		
Interview (Online)	March 1- 17, 2021	DSCs (Elementary, JHS, SHS), ITO
Submission of Demo Teaching Videos and Skills Demo Videos at Elem: JHS:	March 15-17, 2021	ITO, HRMO



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SHS		
Evaluation of Demo Teaching Videos	March 18 to April 16, 2021	DSCs (Elementary, JHS, SHS)
Evaluation of Recorded Skills Demo		
Finalization of RQA	April 19-23, 2021	DSC/ HRMO
Submission of RQA to SDS for Approval	April 28, 2021	

2. For teacher applicants who joined the selection process last school year, take note that:
  - a. there shall be no retention of points in Interview, Teaching Demonstration, and Skills Demonstration; and
  - b. a letter of intent to submit additional documents shall be passed to the DSC on or before February 26, 2021.
  
3. For information and compliance.

  
**AGUEDO C. FERNANDEZ, CESO VI**  
Asst. Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent



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