



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

05 June 2023

DIVISION MEMORANDUM
OSDS No. **063**, s. 2023

**CONDUCT OF COMPARATIVE ASSESSMENT ON PPST NON-CLASSROOM
OBSERVABLE INDICATORS (NCOI) THROUGH TEACHER REFLECTION FORM
FOR ELEMENTARY, JUNIOR HIGH SCHOOL AND SENIOR HIGH SCHOOL
TEACHER-I APPLICANTS**

To: Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
Administrative Officers II/School AO IV
All Others Concerned

1. In reference to Memorandum No. 031 s. 2023 on the Recruitment and Selection Process for Elementary, Junior High School and Senior High School Teacher 1 Applicants, the Schools Division of South Cotabato shall conduct a Comparative Assessment on PPST Non-Classroom Observable Indicators (NCOI) through Teacher Reflection Form (TRF) for Elementary, Junior High School and Senior High School Teacher-1 Applicants on **June 11, 2023, Sunday**.
2. PPST Non-COI subcommittees shall ensure that all provisions under **DepEd Order No. 007, s. 2023 item number 7 of Enclosure No. 02: PPST Non-Classroom Observable Strands/Indicators (NCOIs) for Hiring of Teacher I Applicants** are strictly observed.
3. Teacher applicants are reminded of the following before completing the Teacher Reflection Form:
 - a. Review the guidelines;
 - b. TRF shall be accomplished on the spot; and
 - c. Shall be given 45 minutes to one (1) hour to accomplish the complete set of the TRFs.
4. Below are the venues during the conduct of Teacher Reflection Form per district/municipality on June 11, 2023. Additionally, the conduct of TRF has two batches; **08:00 am-09:00 am** and **10:00 am-11:00 am**.

SDOSC-OSDS-DIO-NM-v3.0r0.0, effective 04/06/2020



Address: Alunan Avenue, Koronadal City, South Cotabato 9506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph





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	Municipality/District	Venue / Building Supervisor
A	Tantangan Tampakan Tupi Polomolok Tboli 1 and Tboli 2 Districts	Tupi NHS Desi Nino B. La Guardia Administrative Officer II
B	Banga Norala Sto. Nino Surallah Lake Sebu Tboli 3, Tboli 4, and Tboli 5 Districts	Libertad NHS Nerie H. Tresbe Administrative Officer IV

5. Administrative Officers II who will serve as proctors/secretariat are directed to attend the Orientation on **June 7, 2023, Wednesday** at the SDO Conference Hall.

	Municipality/District	Time
A	Lower Valley (including Tboli 1 and Tboli 2)	09:00 AM
B	Upper Valley	01:00 PM

6. To prevent the transmission of the coronavirus disease, all participants are instructed to follow safety precautions such face mask use, physical separation, and other applicable health guidelines (COVID 19).

7. Food and travel expenses of the personnel shall be chargeable against school MOOE and other local funds subject to the usual accounting and auditing rules and regulations.

8. For services rendered on Holidays, Saturday and Sunday, all personnel concerned are entitled to Compensatory Time-off (CTO) in accordance with Civil Service and DBM Joint Circular No. 2, s. 2004 on **Non-Monetary Remuneration for Overtime Service Rendered**.

9. For more information and inquiry, personnel concerned may contact Arlene L. Albuna, HRMO II through Messenger or at 083-2283742 or at the Office of the Assistant Schools Division Superintendent.

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10. Immediate dissemination of this memorandum is directed.


LEONARDO M. BALALA, CESE
Schools Division Superintendent

Encl.: None

Reference: As stated

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

RECRUITMENT EMPLOYMENT

ALA/DM- conduct of comparative assessment on ppst non-classroom observable indicators (coi) through teacher reflection form for elementary, junior high school and senior high school teacher-I applicants
0000/June 05, 2023

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