



Republic of the Philippines
Department of Education

REGION XII

SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

24 July 2023

DIVISION MEMORANDUM
OSDS No. **089**, s. 2023

CORRIGENDUM TO DIVISION MEMORANDUM-OSDS-2023-080 ENTITLED
SUBMISSION OF APPLICATION DOCUMENTS FOR SENIOR HIGH SCHOOL
TEACHER II AND TEACHER III POSITIONS

To: Schools Division
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 DM OSDS-2023-080: **Submission of Application Documents for Senior High School Teacher II and Teacher II**", and in adherence to DM-OUHROD-2023-0922 on **Omnibus Clarification and Guidance on DepEd Order No. 007, s. 2023 and Other Matters on Hiring Arrangements of Teachers**, this division is informed of the following clarifications on **Filling up of Senior High School (SHS) Teacher II and III**.

- a. DepEd Order No. 3, s. 2016 titled *Hiring Guidelines for Senior High School (SHS) Teaching Position Effective School Year (SY) 2016-2017* shall govern the assessment of applicants and filling up SHS teaching positions.
- b. Teacher II positions in SHS shall not be considered entry positions, thus, it shall be treated as a promotional item;
- c. Section 2 under Part II (Scope) of DO 3, 2. 2016, shall apply which stated that:

"2. For applicants who are already teaching with the DepEd either in elementary or junior high school (JHS), DepEd Order No. 66, s. 2007 on the "Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching, and Non-Teaching Positions" shall apply, except for "Part III. Computation of Points" of the said DepEd Order. "Part VII. Evaluation Criteria and Computation of Points" of this Order shall apply instead."

2. In line with this, please be informed that in the selection and recruitment of Senior High School Teacher II and Teacher III, the following shall be observed:

- a. Conduct of Behavioral Event Interview (BEI)

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



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BEI shall be conducted by the School Screening Committee based on DepEd Order 66, 2. 2007 Section II: Composition of the Personnel Selection Board (PSB) Item 4.3 which states:

“4.3 Secondary school with existing department heads:

4.3.1 Teaching Positions

<i>Chairperson:</i>	<i>Principal/ School Head</i>
<i>Members:</i>	<i>Department Head where the vacancy exist (SHS)</i>
	<i>Department Head</i>
	<i>Administrative Officer</i>
	<i>President of Teachers’ Association</i>

For secondary schools with no existing department heads, the school head shall designate the members of the committee among the faculty on the basis of qualification and demonstrated competence.”

b. Computation of Points

i. Teacher applicants shall be assessed based on DepEd Order 3, s. 2016 Section VII. Evaluation Criteria and Computation of Points:

CRITERIA	Academic & Core Subjects	TVL	Arts & Design	Sports
a. Education	20	15	15	15
b. Teacher/Industry/Workplace Experience	15	20	20	20
c. Specialized Training	10	20	15	15
d. Interview	15	15	15	15
e. English Communication Skills	10	5	5	5
f. Portfolio/Outstanding Achievements	10	10	15	15
g. Demonstration Teaching	20	15	15	15
TOTAL	100	100	100	100

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- ii. Consistent with DM-OUHROD-2023-0922; in the absence of a valid English Proficiency Test (EPT) results, the score in English Communication Skills shall be zero.
- iii. In lieu of demonstration teaching for the SHS teacher II and III applicants, in which the HRMPSB can no longer conduct such activity since the school year has already ended, the Division HRMPSB, through its HRMPSB Resolution No. 001 s, 2023, shall accept at least one (1) Classroom Observable Tool Result for Sy 2022-2023 as basis of assigning points under the criterion of **Demonstration Teaching**, thus applicants shall submit their **COT Result** to the school screening committee through the school Administrative Officer
3. All other provisions of the previous Division Memorandum shall remain in force and in effect.
4. Immediate dissemination and compliance with 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- corrigendum to division memorandum-osds-2023-080 entitled
submission of application documents for senior high school teacher ii and teacher
iii positions
0000/July 24, 2023

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