



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE PANGASINAN II

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
NO. 069

APPROVED FOR TRANSMISSION:

ARVIN R. PURISIMA
ADMINISTRATIVE OFFICER V

TO : **ALL PUBLIC SCHOOLS DISTRICT SUPERVISORS**
ALL SECONDARY SCHOOL PRINCIPALS / OICs
ALL ELEMENTARY SCHOOL PRINCIPALS / OICs

FROM: **VIVIAN LUZ S. PAGATPATAN, CESO VI**
Schools Division Superintendent

SUBJECT: Creation of HRMPSB Sub Committees in the Districts and Schools for Classroom and Non-Classroom Observations in the Evaluation and Assessment for MTs I, II & III, and Teachers II & III

DATE: February 3, 2025

PARTICULARS

In an effort to keep the Recruitment Selection, Promotion and Placement processes in motion in this Division, and in view of **Item X (Transitory Provisions), Section 81 (a) of DepEd Order No. 20 s. 2024** entitled "**Guidelines on the Recruitment, Selection and Appointment to Higher Teaching Positions**" this Office hereby creates the **Division HRMPSB Sub-Committees (SCs)** for each District (Elementary) and each School (Secondary) to cater specifically to the accomplishment of **Item V (Procedures), Section 45 (Classroom Observable Indicators/COI) & Section 46 (Non-Classroom Observable Indicators /NCOI)** for applicants to vacant Teachers II, III, Master Teachers I, II & III in their respective jurisdictions.



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Each **SC** shall comprise of **2-3 Member-Assessors** preferably those with expertise in the PPST, Classroom and Non-Classroom observations. (MTs, School Heads, PSDS, EPSs). The **PSDS** (Elementary) and the concerned **School Head** (Secondary) shall act as SC Chair (as automatic 1st Member of the SC) respectively. The HRMO however shall maintain responsibility and accountability over the initial processes of "Call for Applications", "Submission of Applications" and "Initial Evaluation Results". The Division HRMPSB, through the **Duly-Accredited Division Career Progression Assessors** shall maintain oversight functions over the Evaluation processes in the field, and shall maintain responsibility and accountability over the Comparative Assessment Results (CAR).

Please see the attached List of Sub-Committees for the Elementary Level.

Effective immediately. For information, guidance and compliance.