



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



August 19, 2022

DIVISION MEMORANDUM

No. 324, s. 2022

SCHEDULE OF FINAL EVALUATION

TO : Assistant Schools Division Superintendent
Human Resource Merit Promotion and Selection Board (HRMPSB)
Education Program Supervisors
Public Schools District Supervisors
Secondary and Elementary School Heads
All Other Concerned
This Division

1. Pursuant to Division Memorandum No. 278 s. 2022 (Announcement of Vacant Teaching Positions) dated July 12, 2022, the schedule of **Evaluation and Interview** will be done by the **School Selection Committee** on **August 24-25, 2022** at their respective schools.
2. **DepEd Order No. 66, s. 2007 (Teacher II and Teacher III)** shall be used as basis for document evaluation and interview.
3. Kindly follow the sample templates and guidelines provided in the google drive <https://bit.ly/3CgZcQX> in the conduct of Evaluation of documents.
4. On **August 26, 2022**, the concerned School Heads are directed to submit the following documents to the Division Office:
 - a. Selection Line-up
 - b. Certification of Posting of Selection Line-up
 - c. Rank List
 - d. Minutes of Ranking
5. **Final Evaluation** of documents by the Human Resource Merit Promotion and Selection Board (HRMPSB) of the Division Office together with the Chairman of School Selection Committee will be on **August 30, 2022, 8:30 AM** at the **2nd Floor Coop Bldg., DepEd - Division of Cagayan de Oro**.
6. **Concerned Chairman** of School Ranking Committee of the specified schools are hereby directed to bring the following on the date of Final Evaluation.
 - a) **Pertinent Document** of Applicants
 - b) **Rank list** Result during the School Evaluation
7. This Office promotes the **Equal Employment Opportunity Principle (EEOP)**. Qualified candidates are welcome to apply regardless of disability, sexual orientation, gender, age, religion and ethnicity.
8. Please be guided accordingly.

CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

