

Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

January 23, 2026

DIVISION MEMORANDUM
 No. 113 s. 2026

ACCEPTANCE OF APPLICATIONS AND ASSESSMENT FOR MASTER TEACHER II, MASTER TEACHER I, SPECIAL EDUCATION TEACHER I, TEACHER III, AND TEACHER II POSITIONS (ELEMENTARY, JUNIOR HIGH SCHOOL, AND SENIOR HIGH SCHOOL)

TO: Assistant Schools Division Superintendent
 CID and SGOD Chiefs and Personnel
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

- The DepEd Schools Division Office of Catanduanes announces the acceptance of applications and assessment for higher teaching positions from **January 26, 2026 to until 10:00AM of February 6, 2026.**
- The vacancies are the following:

A. Elementary Level

DISTRICT	NUMBER OF VACANT ITEMS							TOTAL
	MT2	MT1	T3	T2	KINDER-T2	SPET 1	SPET II	
Bagamanoc North	-	1	2	1	-	-	-	4
Bagamanoc South	-	1	-	-	-	1	-	1
Baras North	-	-	-	-	-	-	-	-
Baras South	-	-	1	2	-	-	-	3
Bato East	-	-	5	2	-	1	-	7
Bato West	-	1	1	-	-	-	-	2
Caramoran North	-	2	2	2	-	-	-	6
Caramoran South	-	-	1	7	-	-	-	8
Gigmoto	-	-	2	1	-	-	-	3
Pandan East	-	-	1	-	-	-	-	1
Pandan West	-	-	3	3	-	-	-	6
Panganiban	-	2	1	2	-	-	-	5
San Andres East	-	1	2	5	-	-	-	8
San Andres West	-	1	1	2	-	-	-	4
San Miguel North	-	-	1	1	-	-	-	2
San Miguel South	-	1	-	1	-	-	-	2
Viga East	-	-	2	3	-	-	-	5
Viga West	-	-	3	1	-	-	1	4
Virac North	-	-	3	6	-	1	2	9
Virac South	1	5	-	3	-	-	-	9
TOTAL	1	15	31	42	1	3	3	96

B. Junior High School Level

SCHOOL	NUMBER OF VACANT ITEMS						TOTAL
	MT2	MT1	T3	T2	SPET 1	Specialization	
Calatagan High School	-	-	1	-	-	-	1
Caramoran SF	-	1	-	-	-	Master Teacher I-Araling Panlipunan	1
Caramoran RDHS	1	-	1	-	-	Master Teacher II-Math	2
Manambrag NHS	-	-	-	1	1	-	2



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	MT2	MT1	T3	T2	SPET 1	Specialization	TOTAL
Milaviga IS	-	-	-	1	-	-	1
San Andres Vocational Sch.	1	2	-	-	-	Master Teacher II -Science Master Teacher I -TLE -MAPEH	3
San Jose NHS	-	-	-	2	-	-	2
San Miguel RDHS	-	1	-	-	-	Master Teacher I -Math	1
San Vicente NHS	-	-	-	2	-	-	2
Sicmil Integrated School	-	-	1	-	-	-	1
Tinago National High School	-	-	-	1	-	-	1
TOTAL	2	4	3	7	1		15

C. Senior High School Level

TRACK	NUMBER OF VACANT ITEMS				
	MT2	MT1	T3	T2	TOTAL
ACADEMIC TRACK	-	-	2	8	3
TVL TRACK	-	-	1	-	1
TOTAL	-	-	3	1	4

3. The CSC Prescribed Qualification Standards for the said positions shown in Enclosure No. 1 of the memorandum.

4. Applicants are required to register in the link <https://tinyurl.com/AppLinkTeaching> and a printed copy of their registration must be included in their application documents. Applicants should provide complete details of their personal information, education, training, experience, and eligibility on the link based on their submitted documents. Only applicants who registered in the link and submitted complete hard copies of documents in the Schools Division Office- Records Section on the set deadline will be considered as official applicants.

5. All interested qualified applicants shall submit their documents at the records section in color coded folders:

Master Teacher II (Junior High School and Elementary) - Pink,
Master Teacher I (Elementary) - Blue,
Master Teacher I (Junior High School) - White,
Teacher III (Elementary) - Yellow,
Teacher III (Junior High School)-Violet,
Teacher III (Senior High School)-Red,
Teacher II (Senior High School)-Orange,
Teacher II (Elementary) - Green,
Teacher II (Kindergarten) - Brown,
Special Education Teacher I (JHS and Elem) - Pink

Documents must be fastened on the left side with Table of Contents arranged from letter A to letter M as indicated below. To facilitate the evaluation process, labels (index tabs) using A to M are requested:

BASIC DOCUMENTARY REQUIREMENTS	
A	Letter of Intent addressed to the Schools Division Superintendent containing the following information: ✓ Statement of purpose/ expression of interest; and ✓ Learning area/ subject group they intend to teach, if applicable
B	Duly accomplished CSC Form 212 (Revised 2025) with latest passport size ID picture, notarized and Work Experience Sheet (if applicable), download the form at https://bit.ly/PDSCSCForm212



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C	Clear photocopy of Vote's ID and/ or any proof of residency
D	Clear photocopy of valid and updated PRC License/ ID
E	Clear photocopy of Certificate of Board Rating
F	Clear photocopy of scholastic/academic record (i.e., Transcript of Record (TOR) and Diploma, including completion of graduate and post-graduate units/ degrees, if available)
G	Clear photocopy of signed service record or Certificate of Employment, whichever is applicable
H	Clear photocopy of Latest Appointment (for those applying for promotion)
I	Clear photocopy of certificate/s of relevant specialized trainings or professional development programs
J	Clear photocopy of valid Technical Education and Skills Development Authority (TESDA) National Certificate (NC) II, Trainers Methodology Certificate (TMC), if applicable
K	Clear Photocopy of the required Performance Ratings with at least Very Satisfactory Rating (Note: Submit at most three (3) performance ratings per Item No. 25 of DepEd Order No. 20, s. 2024 . The latest performance rating shall cover one (1) year complete performance rating period in the current position.
L	Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to R. A. 10173 (<i>Data Privacy Act of 2012</i>), (Annex C-1, you may download @ bit.ly/Annex C-1 sworn before a public officer authorized to administer oaths pursuant to section 41 of EO No. 292, as amended by R.A. No. 6733 and as further amended by RA No. 10755)
M	Other documents as may be required by the HRMPSTB for comparative assessment (e.g., Portfolio or Means of Verification (MOVs) for the assessment of identified PPST NCOIs)

6. The Performance Rating to be submitted are as follows:

For All Internal Applicants:

Clear copy of three (3) performance ratings **with at least Very Satisfactory** rating covering the following school years: (1) **SY 2024–2025**, (2) **SY 2023–2024**, and (3) **SY 2022–2023**. A performance rating covering **one (1) year complete performance rating period** with at least **Very Satisfactory (VS)** in the latest rating period obtained in the current position is required.

For External Applicants and other Non-Teacher Applicants:

Comparable performance requirements shall be required for external applicants and non-teacher applicants such as school heads, teacher-in-charge, related-teaching and non-teaching personnel, and such other applicants who are not using the existing PPST-based IPCRF of teachers. A sustained performance of at least **Very Satisfactory** in the current and previous position/s shall be required; provided that the latest performance rating covering one (1) year complete performance rating is obtained in the current or latest position. If the performance rating is semestral or quarterly, one (1) year performance is equivalent to two (2) or four (4) performance ratings, respectively.

7. Portfolio/MOVs for the assessment of identified PPST – Non – Classroom Observable Indicators (NCOI) are **NOT** to be attached to the folder to be submitted. Kindly prepare them separately for the NCOI assessment.

8. **Promotion whether through reclassification or natural vacancy shall be required to go through any of the positions within the career stage before advancing to any positions in the next higher career stages.**



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10. **Applicants with multiple applications shall submit only one folder, provided that the positions and corresponding assignments are indicated in the application letter and that they have registered through the link for each position and assignment.**
11. Applicants for the position of Teacher II (Kindergarten) must have earned 18 units in Early Childhood Education (ECE)
12. Only the Application Letter, Omnibus Certification and Personal Data Sheet are required to be submitted in original forms.
13. Applicants who failed to submit complete mandatory documents (A to L of the basic documentary requirements) on **10:00 AM of February 6, 2026** shall not be included in the pool of official applicants. No additional documents shall be accepted after the deadline.
14. The applicant assumes full responsibility and accountability for the completeness, authenticity and veracity of the documents submitted, as evidenced by the Omnibus Sworn Statement, duly signed by the applicant. Any false and fraudulent document submitted shall be grounds for disqualification and shall cause the filing of administrative or criminal case/s against the applicant concerned.
15. The schedule of activities are as follows:

Date and Time	Activities	Venue	Person/s Committee Responsible	Participants
January 27, 2026 (10:00AM-11:00AM)	Orientation of Applicants	Online Note: All interested qualified applicants shall request a link through this email hrmosp.ctd@deped.gov.ph	HRMO/ HRMPSB Secretariat	Interested Applicants
February 6, 2026 (until 10:00AM)	Deadline of Submission of Application letter with relevant documents	Records Section	Records Officer	Interested Applicants
To be announced	Initial Evaluation of Documents	SDO Terrace	HRMO, HRMPSB Secretariat	HRMO, HRMPSB Secretariat
To be announced	Observation of Demo Teaching (COI) and Assessment of Portfolio Annotation (NCOI) and Interview	School/ District	HRMPSB, HRMPSB, Sub- Committee	Qualified Applicants, HRMPSB Sub Committee
To be announced	Document Evaluation	SDO Terrace	HRMPSB	Qualified Applicants
To be announced	Printing of CAR	Personnel Section	HRMPSB Secretariat	
To be announced	Release of CAR	SDO	HRMPSB Secretariat	



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16. The Criteria and Point System for Hiring to Higher Teaching Positions per DepEd Order No. 20 s. 2024 are as follows:

Criteria	Maximum Points Available
a. Education	10
b. Training	10
c. Experience	10
d. Performance	30
e. PPST COIs (Classroom Observation)	25
f. PPST NCOIs (Portfolio Annotations and BEI)	15
Total	100

17. Only relevant Education, Training and Experience that exceeds the minimum-qualifications of the CSC approved- Qualifications Standards shall be given points. Training must be earned after the last promotion but within the last five (5) years.

18. All official applicants in the pool shall be assigned an application code to ensure objectivity and integrity of the process and to protect the identity of the applicants when posting the results

19. Notice of Initial Evaluation Result for Qualified and Disqualified applicants will be notified through email.

20. During the document evaluation, qualified applicants must be ready with their original documents for verification purposes.

21. A permanent appointment shall be issued to an appointee in the Comparative Assessment Result who meets all the Qualifications Standards of the position to be filled in terms of Education, Training, Experience and PBET/ LET/ LEPT Eligibility and obtains a score of at least 50 points in the comparative assessment.


22. Applicants may retrieve their documents one (1) month after the release of the approved Comparative Assessment Result (CAR). The HRMPSB will not be responsible for the safekeeping of the documents submitted. It will be disposed properly three (3) months after the release of CAR.

23. This office upholds Equal Employment Opportunity Principle: "that there shall be no discrimination in selection of employees on account of age, school, gender, civil status, disability, religion, ethnicity, social status, income class, paternity and filiation, political affiliation, and those from any sexual orientation and gender identities and expression (SOGIE) or other similar factors/ personal circumstances which run counter to the principle of merit, fitness for the job and equal opportunity."

24. Persons with disability, pregnant or any applicant in need of special assistance should notify the Personnel Section prior to the scheduled date of evaluation.

25. All expenses to this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

26. For information, immediate and wide dissemination, guidance and compliance.


MA. JEANY T. ABAYON
Assistant Schools Division Superintendent
OIC – Schools Division Superintendent



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Enclosure No. 1 Division Memorandum No. 113 s. 2026

Teaching Group:
TEACHER: ELEMENTARY AND SECONDARY LEVEL

POSITION	SG	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
Teacher II (Elementary)	12	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	1 year teaching experience	8 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080, as amended (Teacher-Elementary/Secondary) RA 1080, as amended (Teacher-Secondary)
Teacher II (Secondary)					
Teacher III (Elementary)	13	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	2 years teaching experience	16 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080, as amended (Teacher-Elementary/Secondary) RA 1080, as amended (Teacher-Secondary)
Teacher III (Secondary)					

POSITION	SG	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
Master Teacher I (Elementary)	18	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	5 years teaching experience	24 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	RA 1080, as amended (Teacher-Elementary/Secondary)
Master Teacher I (Secondary)					RA 1080, as amended (Teacher-Secondary)

POSITION	SG	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
Master Teacher II (Elementary)	19	Master's degree in Education, or Educational Leadership, or Educational Management, or relevant subject or learning area	5 years teaching experience and 1 year relevant experience in instructional supervision and technical assistance to teachers	24 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage III (Highly Proficient Teacher)	RA 1080, as amended (Teacher-Elementary/Secondary)
Master Teacher II (Secondary)					RA 1080, as amended (Teacher-Secondary)



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Teaching Group:

TEACHER: SENIOR HIGH SCHOOL (SHS)

Track: Academic Track and Core Subjects

POSITION	SG	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
Teacher II (Senior High School Teacher II - Academic Track and Core Subjects)	12	Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 6 units towards Master's degree in the relevant strand/subject plus 18 units of professional units in Education.	1 year experience in teaching or industry work in relevant strand/subject	8 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080, as amended (Teacher-Secondary) for permanent appointments
		Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 6 units towards Master's degree in the relevant strand/subject			None required for provisional' and contractual appointments 'must pass the LET within 5 years after the date of first hiring
Teacher III (Senior High School Teacher III - Academic Track and Core Subjects)	13	Bachelor's degree with a major in the relevant strands/subject plus 18 professional units in Education; or any Bachelor's degree with at least 12 units towards Master's degree in relevant strand/subject plus 18 units of professional units in Education.	2 years experience in teaching or industry work in relevant strand/subject	16 hours of training in any of or a cumulative of the following: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	RA 1080, as amended (Teacher-Secondary) for permanent appointments
		Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 12 units towards Master's degree in the relevant strand/subject			None required for provisional' and contractual appointments 'must pass the LET within 5 years after the date of first hiring

Teaching Group:

TEACHER: SENIOR HIGH SCHOOL (SHS)

Track: Technical Vocational (TVL) Track

POSITION	SG	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
Teacher III (Senior High School Teacher III - Technical Vocational Track (TVL))	13	Bachelor's degree relevant to the area of specialization plus 18 professional units in Education; or any Bachelor's degree and completion of technical-vocational course(s) in the area of specialization plus 18 professional units in Education	2 years experience in teaching or industry experience in relevant strand/area of specialization	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) I in relevant technical-vocational course(s) in the area of specialization	RA 1080, as amended (Teacher-Secondary) for permanent appointments
		Bachelor's degree relevant to the area of specialization; or any Bachelor's degree plus completion of technical-vocational course(s) in the area of specialization			None required for provisional' and contractual appointments 'must pass the LET within 5 years after the date of first hiring



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Special Education Teacher I

Position Title	SG	Level	Education Requirements	Experience Requirements	Training Requirements	Eligibility Requirements
Special Education Teacher I	14	2	Bachelor's degree in Education with Specialization in Special Education	None Required	None Required	RA 1080 (Teacher)



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