



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Archbishop Gabriel M. Reyes Street, Kalibo, Aklan



July 8, 2019

**DIVISION MEMORANDUM**  
No. 194 s. 2019

**EQUAL EMPLOYMENT OPPORTUNITY POLICY ON RECRUITMENT, SELECTION AND PLACEMENT, LEARNING AND DEVELOPMENT, PERFORMANCE MANAGEMENT AND REWARDS AND RECOGNITION AND OTHER DEPED-AKLAN ACTIVITIES**

To: **Chief Education Supervisors**  
**Education Program Supervisors**  
**Public Schools District Supervisors**  
**Unit Heads**  
**Senior/Education Program Specialists**  
**Heads of Public Elementary, Secondary and Integrated Schools**  
**Division Office Personnel**  
**Division Focal Persons**  
**All others concerned**

1. DepEd-Aklan adheres to the Civil Service Commission's policy on equality of employment opportunity in the government. The policy states that equal opportunity employer that protects all employees and provides equal opportunity in terms of recruitment, selection and promotion, learning and development opportunities, performance evaluation and rewards and benefits without regard to age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, political affiliation, disability status or any other characteristic protected by law.
2. Further, this principle of non-discrimination emphasizes that opportunities in education, employment, advancement, benefits and resource distribution, and other areas should be freely available to all citizens, irrespective of their age, race, sex, religion, political association, ethnic origin, or any other individual or group.
3. In line with this, Focal Persons are advised to indicate on the second to the last paragraph of the Division Memorandum during the conduct of seminar/workshops/trainings this statement "***It is understood that in the conduct of this activity, there shall be no discrimination in the provision of Learning and Development interventions on the account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principles of equal opportunity.***"

*"May katawhayan ag kalipayan sa among mga escuelahan."*

4. Likewise, for Recruitment, Selection and Placement, the HRMO shall post/publish announcement of vacancies with statement "***This office upholds the principle of equal employment opportunity for all regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, political affiliation, disability status or any other characteristic protected by law.***"
5. Further, the equal opportunity principle is applicable to other Core HR Systems (Performance Management and Rewards and Recognition) and to all DepEd-Aklan activities at all levels from learners, teaching, non-teaching, related-teaching and stakeholders.
6. Immediate dissemination of and compliance of this Memorandum is highly desired.

  
**Dr. SALVADOR O. OCHAVO, Jr., CESO VI**  
Schools Division Superintendent

Enclosure: NONE  
Reference: as stated  
Allotment: 1 – (R.O. s. 1994)  
To be indicated in the Perpetual Index  
under the following subjects:

**EMPLOYEES      POLICY      SEMINAR      TEACHERS      TRAINING      WORKSHOP**

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*“ May katawhayan ag kalipayan sa among mga escuelahan.”*