



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

May 26, 2025

DIVISION MEMORANDUM

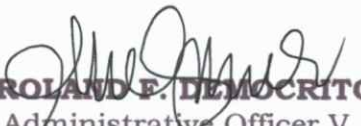
No. **254**, s. 2025

DIVISION ORIENTATION ON DEPED ORDER NO. 020, S. 2024
(Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions)

To: **Chief Education Supervisors**
Education Program Supervisors
Public Schools District Supervisors
Principals/Head Teacher-In-Charge of the District
Heads of Public Elementary, Secondary and Integrated Schools
Human Resource Merit Promotion and Selection Board (HRMPSB) Members
All Others Concerned

1. Pursuant to DepEd Order No. 020, s. 2024, titled “Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions”, this Office will conduct an orientation to be held on **May 30, 2025, 8:30 AM to 5:00 PM** via MS Teams (*link will be provided a day before the said activity*).
2. The activity aims to orient the Human Resource Merit Promotion and Selection Board (HRMPSB), Sub-Committee in the District, School Heads and all others concerned about the salient feature of the new guidelines for promotion to higher teaching positions and to discuss their duties and responsibilities during the ranking procedure.
3. The participants to this activity are the following:
 - a. All Public Schools District Supervisors/Principal/Head Teacher-In-Charge of the District.
 - b. Division Sub-Committee in the District
 - c. All School Heads
 - d. All Administrative Officer II/Project Development Officer I
4. Immediate dissemination and compliance of this Memorandum is desired.

For the Schools Division Superintendent:


ROLAND F. DEMOCRITO
Administrative Officer V
In-Charge of the Division

Reference: As stated

Encl.: as stated

To be indicated in the Perpetual Index under the following subjects:

APPOINTMENT EMPLOYMENT HIRING POLICY RECRUITMENT SELECTION
TEACHERS



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