



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Cebu Province

**Office of the Schools Division  
Superintendent**

September 14, 2021

**DIVISION MEMORANDUM**

No. 372 s, 2021

**FINAL VALIDATION OF POINTS BY THE DIVISION SELECTION COMMITTEE AND  
PUBLIC SCHOOLS DISTRICT SUPERVISORS/DISTRICT-IN-CHARGE IN THE  
RANKING FOR ELEMENTARY, KINDERGARTEN, SPED, JUNIOR HIGH SCHOOL &  
SENIOR HIGH SCHOOL TEACHER APPLICANTS OF CEBU PROVINCE DIVISION FOR  
SY 2021-2022**

TO: Assistant Schools Division Superintendents  
Division Chiefs  
Education Program Supervisors  
Public Schools District Supervisors /District Caretakers  
All Other Concerned

1. Relative to the Ranking of Teacher Applicants for Elementary, Kindergarten, SPED, Junior High School and Senior High School for SY 2021-2022, this Office directs all 59 Public Schools District Supervisors/District-In-Charge and the Division Selection Committee headed by the HRMPSB Dr. Anelito A. Bongcawil to convene from September 21-24, 2021 and September 27-29, 2021 at Deped Ecotech Center, Sudlon, Lahug, Cebu City for the final validation/deliberation of points for the posting of the final ranklist.
2. The following are the validation schedule of each district (to be accommodated on a first-come-first-serve basis) to avoid over-crowding in the venue. Day 1- September 21, 2021 shall be attended by all Public Schools District Supervisors and the Division Selection Committee (DSC).

September 22, 2021 – Medellin and Liloan Sub-Office  
September 23, 2021 – Balamban and Badian Sub-Office  
September 24, 2021 – San Fernando and Dalaguete Sub-Office

3. Each district shall bring the following to the venue on the scheduled date for validation and consolidation of points by the Division Selection Committee (DSC).
  - ✓ Summary of applicant concerns/clarification of points (template provided by the DSC Secretariat through the HRMPSB group chat);
  - ✓ Pertinent documents of applicants in respective district;
  - ✓ Electronic copy of the district/school ranklist (saved in flash drive)
  - ✓ Printed copy of the District/School Ranklist

**NOTE: Clarification of points and concerns raised during the 15-day posting period of the tentative ranklist shall be addressed through the School/District Ranking Committee and shall incorporate all changes prior to printing of the final district/school ranklist.**

4. The School/District Ranking Committee shall ensure all entries in the ranklist have been PRE-EVALUATED to ensure smooth processing during the final validation.



Address: IPHO Bldg., Sudlon, Lahug, Cebu City  
Telephone Nos.: (032) 255-6405  
Email Address: cebu.province@deped.gov.ph

5. For uniformity, each district shall use ONLY the template prepared and provided by the DSC Secretariat. Modification of the template is highly discouraged.
6. Upon submission of the validated ranklist for final posting, the Public Schools District Supervisor as Chairman of the District Committee shall attach the duly accomplished Affidavit of Undertaking to attest the completeness and veracity of the data contained in the ranklist.
7. Participants shall strictly comply at all times all precautionary measures in reporting to the venue and going back home such as but not limited to social distancing, wearing of masks, gloves and shield and frequent handwashing of hands, etc.
8. Meals, accommodation and other travel expenses incurred during the conduct of the activity shall be chargeable to **DIVISION/SCHOOL MOOE FUNDS** subject to the usual accounting and auditing rules and regulations.
9. This Memorandum shall serve as **AUTHORITY TO TRAVEL**.
10. Widest dissemination of this Memorandum is highly desired.

  
**MARILYN S. ANDALES EdD, CESO V**  
Schools Division Superintendent



**SCHEDULE OF ACTIVITIES FOR THE FINAL VALIDATION OF POINTS BY THE  
DIVISION SELECTION COMMITTEE AND PUBLIC SCHOOLS DISTRICT  
SUPERVISORS/DISTRICT-IN-CHARGE IN THE RANKING FOR ELEMENTARY,  
KINDERGARTEN, SPED, JUNIOR HIGH SCHOOL & SENIOR HIGH SCHOOL  
TEACHER APPLICANTS OF CEBU PROVINCE DIVISION FOR SY 2021-2022**

DATE	VENUE	TIME	PARTICIPANTS	ACTIVITIES
September 21, 2021	Deped Ecotech Center	8:00am-5:00PM	Division Selection Committee(DS C) and Secretariat  PSDSs of the 59 districts	Re-orientation and Focus Group Discussion relative to the ranking of teacher applicants for SY 2021-2022
September 22, 2021	Deped Ecotech Center	8:00AM-5:00PM	Division Selection Committee(DS C) and Secretariat  PSDSs of districts under Medellin and Liloan Sub-Office	Final Validation of the District/School Ranklist for Elementary, Kindergarten, SPED, JHS and SHS.  Submission of the Validated District/School Ranklist and Affidavit of Undertaking
September 23, 2021	Deped Ecotech Center	8:00AM - 5:00PM	Division Selection Committee(DS C) and Secretariat  PSDSs of districts under Badian and Balamban Sub-Office	Final Validation of the District/School Ranklist for Elementary, Kindergarten, SPED, JHS and SHS.  Submission of the Validated District/School Ranklist and Affidavit of Undertaking
September 24, 2021	Deped Ecotech Center	8:00AM-5:00PM	Division Selection Committee(DS C) and Secretariat  PSDSs of districts under San Fernando and Dalaguete Sub-Office	Final Validation of the District/School Ranklist for Elementary, Kindergarten, SPED, JHS and SHS.  Submission of the Validated District/School Ranklist and Affidavit of Undertaking

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September 27 - 28, 2021	Deped Ecotech Center	8:00AM-5:00PM	Division Selection Committee(DS C) and Secretariat	Consolidation of Validated Ranklist
September 29, 2021	Deped Ecotech Center	8:00AM-5:00PM	Division Selection Committee(DS C) and Secretariat	Review and Signing of the Consolidated Ranklist of Teacher Applicants for SY 2021-2022 and Submission to the Schools Division Superintendent for approval
September 30, 2021 & onwards	Division Office			Posting of the Final Ranklist of Teacher Applicants for SY 2021-2022 for Implementation



**COMPOSITION OF THE DIVISION SELECTION COMMITTEE  
FOR SY 2021-2022**

<b>DIVISION SELECTION COMMITTEE</b>		
	<b>Kindergarten, SPED and Elementary</b>	<b>Junior High School</b>
<b>Chairman</b>	ASDS Anelito A. Bongcawil	
<b>Members</b>	Dr. Mary Ann Flores	Dr. Victor Ybanez
<b>2 EPS</b>	Dr. Pamela Rodemio Ms. Ma. Elena Paras	Mrs. Juvimar Montolo Mrs. Nenita Jaralve
<b>Division President of Principals' Association</b>	Dr. Angelie Guangco	Dr. Arlene Buot
<b>Secretariat</b>	Natty Lumapas Juliven Jumao-as Aiko Antonyeth Paton-og	Marie Concha Diaz Mary Ann Celino Christine Miñao

<b>Senior High School</b>				
	<b>Group I. Humanities and Social Sciences (HUMSS)</b>	<b>Group II. Accountancy, Business and Management (ABM)</b>	<b>Group III. Science, Technology, Engineering, and Mathematics (STEM)</b>	<b>Group IV. Technical Vocational , Livelihood (TVL)</b>
<b>Overall Coordinating Committee</b>	Division Selection Committee CHAIRMAN – ASDS Anelito Bongcawil			
<b>Members</b>	Dr. Mary Ann Flores	Mrs. Jane Gurrea	Dr. Pamela Rodemio	Dr. Gerardo Mantos
* EPS	Dr. Ma. Chona Redoble Mrs. Rosemarie Oliverio	Mrs. Nenita Jaralve Dr. Clavel Salinas	Mr. Isaiash Wagas Mrs. Juvimar Montolo Ms. Ma. Elena Paras	Dr. Jose Garry Napoles Mrs. Araceli Cabahug Mr. Raul Jumao-as
* NAPSSHI	Mrs. Elma Larumbe	Candida Purgatorio	Dr. Arlene Buot	Mrs. Marivic Yballe
* Secondary Faculty Association	Mr. Rolando Beduya	Mr. Rogelio Maunes	Mr. Arts Vincenth Gayoso	Mr. Renato Banciloy

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REPUBLIC OF THE PHILIPPINES)  
\_\_\_\_\_) S.S.

**AFFIDAVIT OF UNDERTAKING**

I, \_\_\_\_\_, Filipino, of legal age, single/married and with residence and postal address at \_\_\_\_\_, Cebu, Philippines after having been sworn to, depose and say:

- 1) That, I am a \_\_\_\_\_ (indicate your position) of \_\_\_\_\_ (indicate your school and/or district), under DepEd-Division of Cebu Province with Employee ID No. \_\_\_\_\_.
- 2) That, I am part of the \_\_\_\_\_ (please indicate whether you are part of the School, District or Division Selection Committee and if it is the school or district committee, please specify the school or district and mention also your position in the committee, whether you are the chair or a member);
- 3) That, I can categorically state that all applicants in the (school/district/division) have been considered for the ranking process based on existing DepEd rules ang guidelines;
- 4) That, I shall undertake that I have reviewed and verified thoroughly and truthfully all entries in the rank list and to the best of my knowledge, I can vouch that all said entries are true, correct and in order based on the hiring guidelines and other analogous guidelines and procedures of this Division;
- 5) That, by reason of the review and verification that I conducted, I hereby affirm and confirm the truthfulness and veracity of all the entries in the rank list that our committee has assessed and evaluated.
- 6) That I take the responsibility of facing administrative process in the event that I miss advertently and inadvertently, the inclusion of qualified applicants to the registry of qualified applicants;
- 7) That this Affidavit is executed to attest to the truth of the foregoing facts and other purposes that this Affidavit may serve.

IN WITNESS WHEREOF, I have hereunto set my hand and affix my signature this \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
**Affiant**  
(Signature over Printed Name)

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ at \_\_\_\_\_, Philippines, affiant is personally known to this notary public.

**JEREMY DENAMPO, J.D.**  
**Administrative Officer V**