



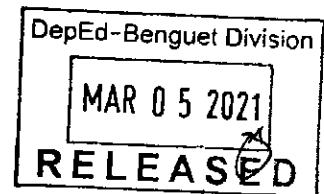
Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION of BENGUET

March 4, 2021

DIVISION MEMORANDUM

No: 72 Series of 2021

TO : Chief Education Supervisors, CID and SGOD
All EPSs and PSDSs/ CPs
All School Heads
All Others Concerned



SUBJECT: Submission of the Composition of School Screening Committee
for Teacher 1 Applicants

1. In compliance to DO # 50, s. 2016 and DO # 7, s. 2015, Hiring Guidelines for Teacher 1 Positions, all schools are required to organize the School Screening Committee with the following composition:
 - a. the committee at the elementary level shall be chaired by the School Head with four (4) teachers as members. In the case of primary, incomplete elementary and MG schools, the committee shall be chaired by the cluster school head with four (4) teachers from the cluster schools as members;
 - b. the committee at the secondary level shall be chaired by the School Head. The Department Head concerned and three (3) teachers from the different learning areas (as needed based on the school's vacancies) shall be members. For small secondary schools that do not have department heads, the School Head shall be the Committee Chair with four (4) subject leaders from different learning areas as members.
2. Committee members shall be identified by the School Head using the above-mentioned specifications. The School Head shall then transmit the Composition of the School Screening Committee to the Schools Division Superintendent, c/o Office of the Personnel on or before March 8, 2021 (via google sheet sent to the District Heads) for the issuance of a corresponding Designation Order.
3. For your information and compliance.

GLORIA B. BUYA-AO
Schools Division Superintendent



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