



Republic of the Philippines  
**Department of Education**  
REGION XIII – CARAGA  
SCHOOLS DIVISION OFFICE OF SURIGAO CITY



Division MEMORANDUM  
No. 31, 2020

28 JAN 2020

**SCHOOL PERSONNEL SELECTION COMMITTEE MEMBERS ORIENTATION  
ON HIRING GUIDELINES**

**TO: SGOD and CID Chiefs  
Public Schools District Supervisors  
Secondary and Elementary School Heads  
Members of School Personnel Selection Committee  
Members of the Division Personnel Selection Board  
This Division**

1. As stated in DepEd Order No. 66, s. of 2007, on the Revised Guidelines on the Appointment and Promotion of Other Teaching, Teaching Related and Non-teaching Positions, the guidelines were promulgated under DepEd Order No. 54, series of 1993 entitled “The DECS System of Ranking Positions and Employees.”
2. However, significant revisions were adopted to further achieve the principles of merit and fitness; objectivity and uniformity in evaluation; and strengthening of the selection process.
3. In connection to this, a one-day orientation on the said guidelines will be conducted on **February 3, 2020. Venue will be announced later.**
4. Participants in this orientation are the School Personnel Selection Committee Members, Division Personnel Selection Board Members, and Public Schools District Supervisors.
5. Lunch and snacks will be served charged to Division HRTD fund subject to the usual accounting rules and regulations.
6. Immediate and wide dissemination of this memorandum is desired.
7. For information and compliance.

for: *[Signature]*

**DR. KAREN L. GALANIDA, CESO VI**  
Schools Division Superintendent

*[Signature]*



Address: M. Ortiz St., Brgy. Washington, Surigao City  
Telephone No.: (086) 826-3075  
Email: surigao.city@deped.gov.ph