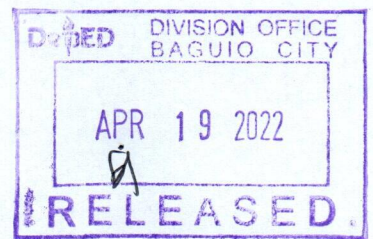




Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OF BAGUIO CITY**



18 April 2022

**DIVISION MEMORANDUM**

No. 114, s. 2022

**ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM NO. 29, S. 2022 - TIMELINE FOR THE PREPARATION OF THE REGISTRY OF QUALIFIED TEACHER APPLICANTS (RQA) FOR SY 2022-2023**

**TO : CHIEF EDUCATION SUPERVISORS  
 EDUCATION PROGRAM SUPERVISORS  
 PUBLIC SCHOOLS DISTRICT SUPERVISORS  
 PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
 ALL OTHERS CONCERNED**

1. Relative to the preparation of the Registry of Qualified Applicants (RQA) for School Year 2022 - 2023, hereunder is the **updated** schedule of activities in order to accommodate all teacher applicants specifically on the submission of a 5-minute audio video teaching and skills demonstration, to wit:

<b>Timeline</b>	<b>Activities</b>	<b>Person/ Committee In-Charge</b>
<b>April 18 to 29, 2022</b>	<ul style="list-style-type: none"> <li><b>Evaluation of Education, Teaching Experience, LET/PBET Rating and Specialized Training of teacher applicants</b></li> </ul>	<b>Division Selection Committee (DSC)</b>
<b>April 1 to 29, 2022</b>	<ul style="list-style-type: none"> <li><b>Submission and evaluation of Demonstration Teaching and Skills Demonstration of teacher applicants</b></li> <li>- All applicants are requested to submit a 5-minute audio-video presentation each for their demonstration teaching and skills demonstration from <b>April 1 to 22, 2022</b>.</li> <li>- Applicants shall upload their video presentation at <a href="https://tinyurl.com/sdobaguio-demoavp">https://tinyurl.com/sdobaguio-demoavp</a>.</li> <li>- For the demonstration teaching, applicants can choose their own topic related to their area of specialization.</li> <li>- For the skills demonstration, it should be based on the 10-day training certificate submitted. Applicants with National Certificate (NC) or Trainers Methodology Certificate (TMC) need not to submit a video presentation.</li> </ul>	<b>DSC</b>





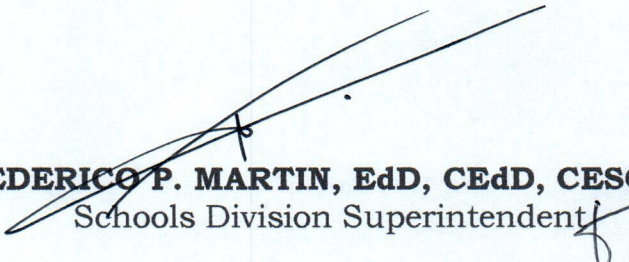
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<b>May 4-6, 10-13 and 16, 2022</b>	<ul style="list-style-type: none"><li>• <b>Conduct of Interview</b><ul style="list-style-type: none"><li>- Interview will be conducted virtually by the Division Selection Committee.</li><li>- Applicants will be notified through their contact numbers on the specific dates of their interview.</li></ul></li></ul>	<b>DSC</b>
<b>May 17 to 20, 2022</b>	<ul style="list-style-type: none"><li>• <b>Conduct of Computer based English Proficiency Test</b><ul style="list-style-type: none"><li>- A separate memorandum will be released on the specific schedule of each applicant who registered to take the CB-EPT and approved by the Bureau of Education Assessment (BEA).</li></ul></li></ul>	<b>DTC</b>
<b>May 23 to June 17, 2022</b>	<ul style="list-style-type: none"><li>• Finalization and approval of the RQA</li></ul>	<b>DSC and SDS</b>
<b>June 20, 2022 onward</b>	<ul style="list-style-type: none"><li>• Posting of the approved RQA in the bulletin board of the Division Office</li></ul>	<b>HRMO</b>

2. All interested and qualified applicants are provided with equal employment opportunity regardless of sex, gender orientation, age, civil status, religious affiliation, national origin, disability status, ethnicity or any other characteristics protected by law.

3. For any inquiries and for further details, please contact Ms. Alma D. Gayob at 0917-156-6059.

4. Immediate and wide dissemination of this memorandum is desired.

  
**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
Schools Division Superintendent



"DepEd SDO Baguio City: We Serve, We Care."

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