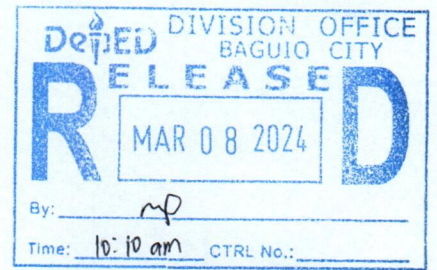




Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OF BAGUIO CITY**



March 07, 2024

**DIVISION MEMORANDUM**

No. **164-2024**

**ORIENTATION SESSION FOR ALL TEACHER I APPLICANTS**

To: All Public Schools District Supervisors  
 Education Program Supervisors  
 HRMPSB Sub-Committees/Secretariat  
 Others Concerned

1. Anent selection and hiring of teacher applicants to Teacher I positions in the Kindergarten, Elementary, Junior High School (JHS) and Senior High School (SHS), this Office, through the Division Human Resource Merit Promotion and Selection Board (HRMPSB), will be conducting an orientation session of all teacher I applicants on March 11, 2024, from 1:00 in the afternoon onwards at the PFVR.
2. The orientation aims to outline the expectations of the teacher applicants, as well as the essential procedures, criteria, and point system for hiring to Teacher I positions.
3. The orientation matrix is presented below:

| <b>TIME</b> | <b>TOPIC</b>   | <b>RESOURCE PERSON/<br/>FACILITATOR</b>             |
|-------------|--|---|
| 1:00-1:30   | Registration   | Secretariat   |
| 1:31 – 1:45 | Preliminaries<br>Nationalistic Song<br>Prayer<br>Statement of Purpose<br>Message | Secretariat<br><br>SDS Soraya T. Faculo             |
| 1:46 – 2:10 | Criteria and Point System  | ASDS Carmel F. Meris                                |
| 2:11 – 2:30 | Timeline of the Hiring Procedures/<br>School/venue for Demo Teaching             | Nieves D. Ebanio                                    |
| 2:31-30:00  | Open Forum<br><br>Closing  | Christory C. Simangan<br><br>Ma. Louella C. Moncada |

4. The Sub-Committees are responsible for informing the Teacher I applicants of their respective Districts.
5. For information, guidance and compliance.

**SORAYA T. FACULO PhD, CESO VI**  
 Assistant Schools Division Superintendent  
 OIC-Schools Division Superintendent

