



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
 REHIYON V (BIKOL)

TANGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

February 20, 2026

**DIVISION MEMORANDUM**

No. 274 s. 2026

**ADDENDUM TO DIVISION MEMORANDUM NO. 254, S. 2026  
 ACCEPTANCE OF APPLICATIONS AND ASSESMENT FOR TEACHER I  
 POSITIONS FOR SCHOOL YEAR 2026-2027**

TO: Assistant Schools Division Superintendent  
 CID & SGOD Chief and Personnel  
 OSDS Unit Heads and Personnel  
 Elementary and Secondary School Heads  
 All Others Concerned

1. Relative to Division Memorandum No. 254 s. 2026, titled "Acceptance of Applications and Assessment for Teacher I Positions for School Year 2026-2026," the following additional information is hereby issued:

**a. FOR DEMONSTRATION TEACHING AND TEACHER REFLECTION CRITERIA**

Teacher applicants who intend to **RETAIN/UPDATE** their scores from SY 2025-2026 CAR-RQA in the abovementioned **CRITERIA** are **ALLOWED** provided that is clearly stated in their letter of intent and accompanied by Enclosure No. 5 of DM No. 254 s. 2026 (Attachment to Letter of Intent for Applicants Who Intend to Retain/Update Their Scores).

**b. FOR THE CONDUCT OF CLASSROOM OBSERVATION/ DEMONSTRATION TEACHING**

New teacher applicants and applicants who intend to update their points in the Classroom Observation/Demonstration Teaching Criteria are hereby informed that the Sub-Committee **WILL PROVIDE THE GRADE LEVEL OPTIONS ALONG WITH THE COMPETENCIES.**

**APPLICANTS HAVE THE OPTION ON WHAT SUBJECT AREA THEY INTEND TO TEACH.**

2. Additional documentary requirements:

Applicants who will <b>RETAIN</b> their points/rating	Applicants for <b>UPDATING</b>
1. Submit a letter of intent in a folder addressed to the Schools Division Superintendent Attn.: HRMPSB Chairperson 2. ALL certificate of trainings 3. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV)	Submit one (1) folder containing the following: a. A letter of intent addressed to the Schools Division Superintendent, Attn.: HRMPSB Chairperson, indicating which criteria will be updated.



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<p>of the documents submitted and Data Privacy Consent Form (<b>Annex C</b>)</p> <p>4. Proof of online registration</p> <p><b>Additional documentary Requirements:</b></p> <p>5. Personal Data Sheet (PDS) (CSC Form No. 212 – Revised 2025) with Attached Work Experience Sheet</p> <p>6. Clear copy of valid PRC License</p>	<p>b. Documents for updating (e.g., for training updates: all certificates of training attended in the last five years)</p> <p>c. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form (<b>Annex C</b>)</p> <p>d. Proof of online registration</p> <p><b>Additional documentary Requirements:</b></p> <p>e. Personal Data Sheet (PDS) (CSC Form No. 212 – Revised 2025) with Attached Work Experience Sheet</p> <p>f. Clear copy of valid PRC License</p>
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Applicants who intend to RETAIN/UPDATE their points but have already submitted their application documents are advised to attached the additional documents stated in this memorandum to their submitted folders on or before the deadline (March 26, 2026 10:00AM).

3. Other provisions stated in the Division Memorandum No. 254 s. 2026 shall remain in effect.
4. For information, immediate and wide dissemination, guidance and compliance.

**MA. JEANY T. ABAYON**  
Assistant Schools Division Superintendent  
OIC – Schools Division Superintendent



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