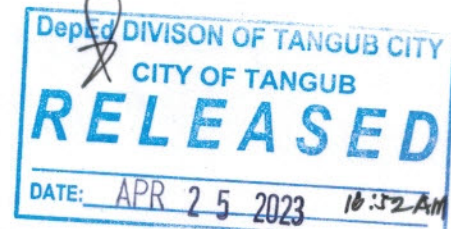




Republic of the Philippines  
**Department of Education**  
Region X  
**SCHOOLS DIVISION OF TANGUB CITY**



April 19, 2023

**DIVISION MEMORANDUM**

No. 115, s. 2023

**REITERATING DEPED ORDER NO. 007, s. 2023 RE: GUIDELINES ON  
RECRUITMENT, SELECTION, AND APPOINTMENT IN THE DEPARTMENT OF  
EDUCATION**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID & SGOD)  
Education Program Supervisors (EPSs)  
District In- Charge (PSDICs)  
Public Elementary & Secondary School Heads  
Section Heads  
All Others Concerned  
This Division

1. To ensure adherence to the guidelines on recruitment, selection and appointment, this Office reiterates the herein DepEd Order no. 7, s. 2023, re: Guidelines on Recruitment, Selection and Appointment in the Department of Education.
2. This policy shall guide personnel and stakeholders toward a systematic and competency-based process in the recruitment, selection, and appointment of personnel to positions in the First and Second levels, including Second level executive/managerial positions, in the Central Office (CO), regional offices (Ros), schools division offices (SDOs), and schools.
3. A copy of this memorandum is available at the Department of Education website and can be accessed thru the link <https://www.deped.gov.ph/2023/03/23/march-22-2023-do-007-s-2023-guidelines-on-recruitment-selection-and-appointment-in-the-department-of-education/>
4. Immediate and wide dissemination of this Memorandum is desired.

**SHAMBAEH A. ABANTAS-USMAN, PhD, CESE**  
Assistant Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent

p.p.

  
**LORENA P. SERRANO, CESO VI**  
Assistant Schools Division Superintendent

SAAU/EAB  
Incl: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
APPOINTMENT EMPLOYMENT HIRING POLICY RECRUITMENT

 **Address:** Anecito Siete St. Mantic, Tangub City

