



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION  
SCHOOLS DIVISION OF SARANGANI

28 Jan 2025

**DIVISION MEMORANDUM**

OSDS-2025-012

ORIENTATION ON THE RECRUITMENT, SELECTION, AND APPOINTMENT (RSA)  
GUIDELINES FOR TEACHER I APPLICANTS

To: Assistant Schools Division Superintendent  
All Interested Applicants  
All Others Concerned

1. In relation to Division Memorandum OSDS-2025-009, the Division Human Resource Merit Promotions and Selections Board will conduct an in-person orientation on the Recruitment, Selection, and Appointment (RSA) guidelines for Teacher I applicants on February 6, 2025, 8:00 am at Alabel Municipal Gymnasium.
2. The purpose of this activity is to provide the participants with concise and accurate information on the documentary requirements, selection process, appointment and other policies pertaining to the hiring guidelines of Teacher I position in DepEd Sarangani Division.
3. Participants in this activity are all Teacher I applicants for SY 2025-2026. Enclosed is the activity matrix for easy reference.
4. For inquiries, contact Mr. Roel D. Balbareno at 09464061747.
5. Immediate dissemination of this Memorandum is desired.

  
**RUTH L. ESTACIO PhD, CESO V**  
Schools Division Superintendent

Encl.: Activity Matrix  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

**ORIENTATION**

RDB/OSDS-PU/MLA – orientation on the recruitment, selection, and appointment (rsa)  
guidelines for teacher i applicants  
0115/28 January 2025



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**ORIENTATION ON THE RECRUITMENT, SELECTION, AND  
APPOINTMENT (RSA) GUIDELINES FOR TEACHER I  
APPLICANTS**

February 6, 2025  
PROGRAM

Time	Activity/Topics	Speaker Facilitator
8:00 -8:30	Registration	Secretariat
8:30 -9:00	Preliminaries Welcome Message  Message	Audio Visual Presentation Atty. Nelyn B. Frinal CESO VI Assistant Schools Division Superintendent  Ruth L. Estacio PhD, CESO V Schools Division Superintendent
9:00 -10:30	Criteria and Points System	German P. Piamonte School Principal IV
10:30 -11:00	Overview of the Senior High School Track	Mario S. Donio Education Program Supervisor
11:00 -11:15	Documentary Requirements	Roel D. Balbareno Administrative Officer IV
11:15-11:30	Timeline of Activities	
11:30-12:00	Open Forum	Secretariat
12:00-12:05	Closing Prayer	AVP