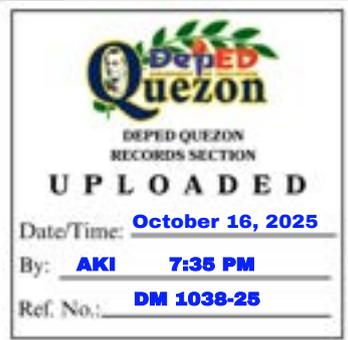




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



16 October 2025

DIVISION MEMORANDUM
DM No. 1038, s. 2025

AMENDMENT TO DM NO. 980, S. 2025 AND DM NO. 1025, S. 2025

To: Assistant Schools Division Superintendents
 Chiefs - CID/SGOD
 Education Program Supervisors
 HRMPSB Members
 Public Elementary and Secondary School Heads
 All Others Concerned

1. In reference to DM No. 980, s. 2025 titled “Submission of Documents for Reclassification of Qualified Personnel to School Administration and Higher Teaching Positions” and DepEd Order No. 1025, s. 2025 titled “the Schedule of Comparative Assessment of Qualified Applicants for Reclassification to School Administration and Higher Teaching Positions”, this Office would like to amend the schedule of activities.

DATE	ACTIVITY	VENUE
October 17, 2025 (Friday) until 5:00 in the afternoon	Submission of Documents for School Administration Positions	Division Office of Quezon, Talipan, Pagbilao, Quezon
	Submission of Documents for Higher Teaching Positions	District Offices
October 20, 2025 (Monday)	Initial Assessment/Screening of applications or pertinent documents for School Administration Positions by HRMO, Personnel Section	Division Office of Quezon, Talipan, Pagbilao, Quezon
	Initial Assessment/Screening of applications or pertinent documents for Higher Teaching Positions by HRMPSB subcommittee members, By District	District Offices

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321



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October 21, 2025	Open Ranking, Behavioral Event Interview (BEI), and Written Examination for School Administration Positions	Library Hub, SDO Quezon, Pagbilao, Quezon
	Open Ranking, Behavioral Event Interview (BEI), and Demo Teaching for Higher Teaching Positions	By District
October 22, 2025	Open Ranking, Behavioral Event Interview (BEI), and Written Examination for School Administration Positions	Library Hub, SDO Quezon, Pagbilao, Quezon
	Open Ranking, Behavioral Event Interview (BEI), and Demo Teaching for Higher Teaching Positions	By District

- For the information and guidance of all concerned, please refer to DepEd Order No. 034, s. 2025, titled "Amendments and Clarifications to DepEd Order No. 024, s. 2025".
- Schools/Districts **must submit** their **soft copy** of Comparative Assessment Result (CAR) through this email: **sdo.quezon.personnel@deped.gov.ph** on **October 23, 2025 (Thursday)**.
- Travel expenses of the sub-committee members shall be charged to the respective school/office MOOE of the participants subject to the usual accounting and auditing rules and regulations. Please refer to **DM 910, s. 2022** for clarifications on travel guidelines.
- Other details stipulated in the previous Memoranda shall remain the same.
- Wide and immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

JOE P. L. QUEZA
 Assistant Schools Division Superintendent

Superintendent

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Perm.10/16/2025

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