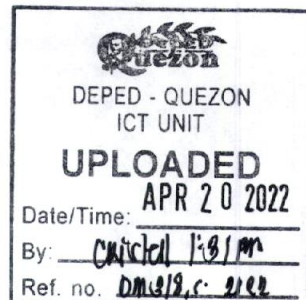




Republic of the Philippines
Department of Education
REGION IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



20 April 2022

DIVISION MEMORANDUM

DM No. 918, s. 2022

**ONLINE ORIENTATION OF THE QUALIFIED APPLICANTS FOR THE CONDUCT OF
NATIONAL QUALIFYING EXAMINATION FOR SCHOOL HEADS**

**To: Assistant Schools Division Superintendent
SGOD Chief
Schools Division Technical Working Group
Secondary and Elementary Head Teachers
Teacher-in-Charge and Officer-in-Charge
All Concerned**

1. With reference to DepEd Memorandum No. 33, s. 2022 entitled Conduct of the 2021 National Qualifying Examination for School Heads, this office announces the conduct of the Online Orientation of the Qualified Applicants on April 22, 2022 (Friday) 1:30 PM.
2. The participants of the said orientation are applicants under order priority item number 4.a of the mentioned Memorandum which states that:
"DepEd Regional Offices (RO's) shall refer to the following order of priority for the consideration in the selection of their final list of examinees:
 - a. *Incumbent Officer-in-Charge (OIC)/TIC for at least two years or Head Teacher for at least one year of a public elementary or secondary school with designation or Special Order duly signed and issued by the Schools Division Superintendent.*
3. All participants are advised to join 15 minutes before the designated schedule via Zoom through this link : **Meeting ID: 487 481 7115 Passcode: 12345.**
4. All qualified applicants should have their active DepEd Email and should prepare the necessary documentary requirements.

DEPEDQUEZON-TM-SDS-04-009-003



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- a. Original Copies of the approved Performance Rating with at least Very Satisfactory (VS) performance in the last two (2) consecutive rating periods;
 - b. Service Record duly certified by the SDO; and
 - c. Designation or Special Order as School Head or TIC/OIC of a public elementary or secondary school duly signed by the Schools Division Superintendent.
5. Expenses relative to this activity are chargeable against local funds subject to usual accounting and auditing procedures.
6. Posting and immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR. EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Asdsajmo04/20/2022

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