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06/09/2025
GELO 6:28
DM 513-25

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

June 09, 2025

DIVISION MEMORANDUM
DM No. 513, s. 2025

**CORRIGENDUM TO DM No. 489, s. 2025 SUBMISSION OF DOCUMENTS
FOR RECLASSIFICATION OF QUALIFIED PERSONNEL
TO SCHOOL PRINCIPAL I POSITION**

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

1. In reference to DM No. 489, s. 2025 titled "Submission of Documents for Reclassification of Qualified Personnel to School Principal I Position", this corrigendum is issued to announce the reschedule of submission of documents for Reclassification of items to School Principal I Position from Qualified Elementary and Secondary Schools, to wit:

ACTIVITIES	PREVIOUS DATE	CORRECTED DATE
Initial Assessment/Screening of applications or pertinent documents	June 09, 2025	June 5-10, 2025
Submission and Posting of Initial Evaluation Results (IER) to the HRMPSB	June 09, 2025	June 11, 2025
Comparative Assessment of Applicants (Evaluation of Documents, Behavioral Events Interview (BEI), Written Examination (WE), Skills or Work Sample Tests (S/WST)	June 10, 2025	June 13, 2025

DEPEDQUEZON-TM-SDS-04-009-003



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HRMPSB Deliberation and preparation of Comparative Assessment Results (CAR)	June 11, 2025	June 17, 2025
Submission of CAR to the Appointing Authority	June 13, 2025	June 18, 2025
Posting of Comparative Assessment Result	June 16, 2025	June 19, 2025

2. Other details stipulated in the previous Memorandum shall remain the same.
3. The widest and immediate dissemination of this Memorandum is hereby desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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