



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
No. 042, s. 2022

SUBMISSION OF APPLICATION FOR MASTER TEACHER
POSITIONS IN THE DIVISION OF NEGROS ORIENTAL

TO: OIC – Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors/Coordinators
Public Schools District Supervisors/District-In-Charge
Public Elem./Secondary Schools Administrators
Teaching/Non-Teaching Personnel
Others Concerned

1. This office is informing the field of the following available slots for **reclassification** and **natural vacant items** for Master Teacher I and Master Teacher II positions (*Enclosure No. 1*).
2. Districts with available slots are then reminded to issue a Memorandum announcing all Master Teacher vacant positions attaching MEC Order No. 10, s. 1979 (which has not been rescinded yet) entitled, "Implementing Rules and Regulations for the System of Career Progression for Public School Teachers" as basis.
3. Announcement should be posted in at least three (3) conspicuous places in the schools and district offices for at least fifteen (15) days.
4. In ~~raising~~ ~~Master~~ Master Teachers, attention of all concerned is brought to **par. 4.a-e** of MEC Order ~~No. 10, s.~~ 1979 for the procedures.
5. For Elementary, all qualified applicants for reclassification/natural vacant Master Teacher position who are currently assigned in the school with MTs more than 10% of the total number of teachers in the school are expected to be redeployed in the schools within the concerned schools district.



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644
Email Address: negros.oriental@deped.gov.ph

5. Junior High Schools without natural vacancy for Master Teacher may still call for a ranking of qualified applicants for reclassification, following the conditions stipulated in DECS Order No. 70, s. 1988, Revised Policy on Master Teachers for Secondary Schools, provides that an allotment of at least one (1) Master Teacher position **per subject area** with at least 5-7 teachers should be the basis for granting master teacher positions.
6. All requesting secondary schools must submit the following:
 - a. **School level rank list per subject area;**
 - b. **School/District Memo;**
 - c. **School Personnel Assignment List and Basic Profile** (SF 7); and
 - d. **Organizational Chart** (*Enclosure No. 2*) showing analysis of Teachers in each of the 8 major subject areas taking into account the **major teaching loads** of the teachers based on the latest School Form 7, their position titles & Plantilla item numbers. A minimum of five (5) teacher support per subject area is required. It must also indicate the teacher support of the existing Master Teacher of the school.
7. Deadline for submission of required documents to the Division Office is on **September 23, 2022**. Rank lists received after this date shall be considered applicants for the next **school year 2023-2024**.
8. Schedule for validation of documents submitted for Master Teacher positions shall be announced in a separate memorandum.
9. This Office promotes the Equal Employment Opportunity Principle (EEOP). Qualified candidates are welcome to apply regardless of disability, sexual orientation, gender, age, religion and ethnicity.
10. For strict compliance and widest dissemination to all concerned.

PP Paulin

SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

SPP/NLR-MKP-JMA/AdS/DBY/jca/liente
August 23, 2022



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District	Elementary (Natural/Reclassification)	
	MT-I	MT-II
Ayungon II	1	1
Bindoy II	3	2
La Libertad I	1	
Jimalalud I	1	1
Manjuyod II	3	1
Tayasan I	2	
Amlan	1	1
Mabinay I		1
Mabinay II	3	4
Mabinay III		1
Mabinay IV	3	4
San Jose	3	1
Sibulan II	1	2
Dauin	2	
Siaton I	5	1
Siaton IV	4	2
Sta. Catalina II	1	
Sta. Catalina III	1	3
Sta. Catalina IV	2	4
Valencia	1	
Zamboanguita I	1	1
Zamboanguita II	1	



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Name of School
Schools Division of Negros Oriental
Address

Name of School Head
Position Title

Administrative Assistant

Administrative Assistant

Administrative Assistant

Subject Area

English
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number
Teacher #6	Item Number

Filipino
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number

Science
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number
Teacher #6	Item Number

Mathematics
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number
Teacher #6	Item Number
Teacher #7	Item Number

Araling Panlipunan
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number
Teacher #6	Item Number
Teacher #7	Item Number

T.L.E.
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number
Teacher #6	Item Number

MAPEH
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number

VALUES ED.
Name of Master Teacher
Subject Group Head

Teacher #1	Item Number
Teacher #2	Item Number
Teacher #3	Item Number
Teacher #4	Item Number
Teacher #5	Item Number

OTHER POSITIONS

Messengerial

Security

Utility

Prepared by:

Certified correct:

School Head

PSDS/DIC

