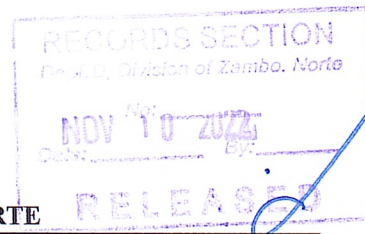




Republic of the Philippines
Department of Education
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



November 8, 2022

To: Appointees listed below

Congratulations!

1. Kenith Gay A. Parama	Master Teacher I	Manukan NHS
2. Erika Joyce E. Barrios	Master Teacher I	Manukan NHS
3. Algie B. Regañon	Master Teacher I	To report to Sebaca NHS
4. Jennifer V. Lopez	Master Teacher I	Piñan NHS
5. Rowena S. Tubat	Master Teacher I	Siocon NHS
6. Joseph Eric P. Nardo	Master Teacher I	Salug NHS
7. Aurelia L. Galope	Master Teacher II	Kipit-Agro Fishery HS
8. Corazon Ema C. Arcinas	Master Teacher I	To report to Sibutad NHS

We are so happy to inform you of your well-deserved promotion!

It is with the most sincere of hopes that our institution will grow even more efficiently under your leadership and skills. We hereby congratulate you on this success of yours. May this boost your enthusiasm to some level and lead you towards success and upliftment. We believe that you will surely bring honor and laurel to the Department of Education-Division of Zamboanga Del Norte.

We express our appreciation and gratitude to the commendable services you have rendered and we constantly hope for your continued support and cooperation for the good of the public service.

Hope this promotion brings all kinds of new challenges and opportunities for you.

Sincerely yours,

VIRGILIO P. BATAN, JR., CESO VI
Schools Division Superintendent

PERSONNELbrg/ CongratulatoryLetter/ CL002-2022/ 11082022



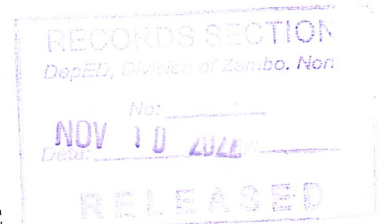
Address: Capitol Drive, Estaka, Dipolog City 7100
Email: zn.division@deped.gov.ph
FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843
Website: www.depedzn.net



Republic of the Philippines
Department of Education
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Advisory
No. 199, s. 2022

TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS (ELEMENTARY AND SECONDARY)
ALL OTHERS CONCERNED

FROM : **VIRGILIO P. BATAN, JR., CESO VI**
Schools Division Superintendent

SUBJECT : SUBMISSION OF PERTINENT PAPERS FOR APPOINTMENT

DATE : November 8, 2022

1. With the approval of the **evaluation sheet of promoted teachers (Natural Vacancy)** the appointees listed hereunder are hereby advised to submit his/her pertinent papers for appointment processing to the Personnel Unit of this division on or before November 14, 2022.

NAME	POSITION TITLE	SCHOOL ASSIGNMENT
1. Kenith Gay A. Parama	Master Teacher I	Manukan NHS
2. Erika Joyce E. Barrios	Master Teacher I	Manukan NHS
3. Algie B. Regañon	Master Teacher I	To report to Sebaca NHS
4. Jennifer V. Lopez	Master Teacher I	Piñan NHS
5. Rowena S. Tubat	Master Teacher I	Siocon NHS
6. Joseph Eric P. Nardo	Master Teacher I	Salug NHS
7. Aurelia L. Galope	Master Teacher II	Kipit-Agro Fishery HS
8. Corazon Ema C. Arcinas	Master Teacher I	To report to Sibutad NHS

2. Attached herewith is the list of requirements that needs to be complied before the deadline.

3. For any queries or clarifications, you may call telephone number (065) 917 6137/ 09661571283 or email us at zn.division@deped.gov.ph, or thru the online helpdesk at depedzn.net/helpdesk.

4. For information and guidance.

PERSONNELbrg/ Division Advisory to Submit Pertinent Papers for Appointment/A00020/11082022



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Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

REQUIREMENTS FOR PROMOTION AND TRANSFER WITHIN THE DIVISION

Revised Oct. 2022

Directions:

- Please submit documents fastened in one (1) paper folder according to the sequence indicated below with Alphabetical TABBINGS and TABLE OF CONTENTS.
- Please DO NOT attach extra pages/documents that are not stated in the list.
- Forms downloadable at www.csc.gov.ph

Label: "CSC Documents"

- A. **3 copies** Original Notarized FORM 212/Personal Data Sheet (Revised 2017) with thumb mark and pasted 2x2 ID picture
- B. **2 copies** Original Work Experience Sheet
- C. **2 copies** Original Authenticated PRC License (must be certified by è PRC)
- D. **4 copies** Notarized by Private Atty. or signed by Principal if JHS/SHS and Supervisor if Elem **Oath of Office (Revised 2018)** Open Date, if possible.
- E. **2 copies** Original PDF (Position Description Form) Revised 2017

Label: "DIVISION Documents"

- A. **1 copy** Original Notarized FORM 212/Personal Data Sheet (Revised 2017) with thumb mark and pasted 2x2 ID picture
- B. **1 copy** Work Experience Sheet
- C. **2 copies** Transcript of Record Undergrad and Grad School, if any (Authenticated by the School Registrar)
- D. **4 copies** Form 211 (medical) revised 2018 with 1 PHOTOCOPY of results (neuro/psych test, Drug Test, Blood Test, Xray, Urinalysis)
- E. **2 copies** Marriage Contract (if married woman)
- F. **2 copies** PRC License
- G. **2 copies** PRC Rating
- H. **2 copies** Notarized by Private Atty. or signed by Principal if JHS/SHS and Supervisor if Elem **Oath of Office (revised 2018)** Open Date, if possible
- I. **1 copy** Notarized Sworn Statement of Assets and Liabilities 2021
- J. **1 copy** Latest IPCRF
- F. **2 copies** Original PDF (Position Description Form) Revised 2017

Note: Please read and follow the instructions carefully.

Thank you! ☺



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