



Republic of the Philippines
Department of Education

REGION IV-A CALABARZON
SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY
LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

September 25, 2025

SCHOOL MEMORANDUM
No. 95, s. 2025

**CREATION OF SCHOOL SCREENING COMMITTEE ON TEACHER'S
RECLASSIFICATION**

To: All Teaching and Non-Teaching Personnel
Others concerned

1. Pursuant to **DepEd Order No. 020, s. 2024** titled "*Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions*," this office announces the creation of **School Screening Committee on Teachers' Reclassification** for **School Year 2025-2026**.
2. This aims to ensure a fair, transparent, and systematic evaluation of documents submitted by teachers applying for reclassification this school year.
3. The committee shall be composed of the following:

Chairman	Naneth P. Salvador Principal II
Members	Erwin A. Asugui Master Teacher I
	Gigi Lyn V. Aticaldo Master Teacher I
	Elena S. Rosales Master Teacher I

4. The duties and responsibilities of the said committee are the following:
 - ✓ Review and validate the completeness and authenticity of documents submitted by applicants.
 - ✓ Provide technical assistance to teachers in the preparation of required documents.
 - ✓ Endorse qualified applicants to the Division Office for further evaluation.
5. Immediate and widest dissemination of this memorandum is earnestly desired.

GVA/SM No.096, s. 2025
09/25/2025


NANETH P. SALVADOR, EdD
Principal II

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