



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

Office of the Schools Division Superintendent

May 12, 2023

DIVISION MEMORANDUM

No. 0137, s. 2023

**ACCEPTANCE AND ONLINE RECORDING OF APPLICATIONS FOR
VACANT PERMANENT TEACHING, NON-TEACHING AND
TEACHING-RELATED POSITIONS VIA DEPED
NORTHERN SAMAR APPLICATION PORTAL**

To: Assistant Schools Division Superintendent
Division Chiefs
Office/Unit Heads
All Other Concerned

1. DepEd Order No. 007, s. 2023 dated March 22, 2023, *Guidelines on Recruitment, Selection, and Appointment in the Department of Education* mandates the use of *Annex C – Checklist of Requirements* in the acceptance of all Applications.

It should be understood that the HRMO shall only attest the accepted requirements and the applicant shall sign the omnibus certification as to the veracity of the documents submitted which the applicant shall have duly notarized by a Notary Public.

2. The *Annex C Checklist of Requirements* shall be notarized upon submission of the applicant of his/her requirements.
3. *Annex C Checklist of Requirements* shall be attested to by the HRM Officer. However, in case of Submission thru the School for Teacher I Applicant the School Head who shall accept the submitted documents shall attest to the submission of the applicant.
4. Individual applicants shall be required to accomplish and upload a copy of their duly accomplished, attested, and notarized Checklist of Requirements – Annex C to the Application Portal for DepEd Northern Samar Division, using the following link and QR Code:

<https://bit.ly/NorthernSamarApplicationPortal2023>



Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
Email: northernsamar@deped.gov.ph
Division Official Website: <https://northernsamar.deped.gov.ph>





5. The same link can be accessed through DepEd Northern Samar Official Website Applicants shall be notified through their respective email addresses of the *Initial Evaluation Result – Annex E or Annex F*.
6. For your information and strict compliance.


GAUDENCIO C. ALJIBE, JR, CESO VI
Schools Division Superintendent 

RELEASED

Rf 5-16-23 2:40