



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

September 19, 2023

DIVISION MEMORANDUM

No. 215, s. 2023

**PLANNING WORKSHOP ON THE PLACEMENT OF DETAILED AND EXCESS
TEACHERS IN THE DIVISION OF NORTHERN SAMAR**

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
EPSs/PSDSs/PICs
Unit/Section Heads
School Heads/TIC
All Others Concerned

1. DepEd Order No. 22, s. 2013, or the "Revised Guidelines on the Transfer of Teachers from One Station to Another," aims to address the imbalance in the deployment of teaching personnel in relation to the pupil/student ratio based on the Basic Education Information System (BEIS). It aligns with the mandate of Section 6, Article II of Republic Act 4760, also known as the Magna Carta for Public School Teachers, which requires the consent of teachers prior to transfer.
2. This office will conduct a one-day planning workshop on October 5, 2023, in the division of Northern Samar. The venue for the workshop will be announced in a separate advisory.
3. The purpose of this planning workshop is to establish an effective framework for managing the recall or placement of detailed and excess teachers. The workshop will focus on the following agenda:
 - a. understanding the process of recalling or placing detailed and excess teachers;
 - b. identifying key factors influencing the recall or placement of teachers;
 - c. developing guidelines for the equitable distribution of teachers based on the pupil/student ratio;



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- d. addressing any concerns or issues related to the transfer of teachers;
 - e. collaborating with concerned DepEd personnel, school administrators, and teachers' representatives to ensure a smooth and transparent process for teacher placement;
 - f. discussing legal and ethical considerations related to the recall or placement of teachers; and
 - g. developing a comprehensive action plan for efficient teacher allocation and deployment.
3. The sessions will provide a platform for discussions, sharing best practices, and developing strategies to ensure that qualified teachers are placed in appropriate roles while considering the needs of the educational institution.
 4. The participants to this activity are school administrators managing a school with more than five (5) excess teachers, Planning Officer, HRMO, two (2) Human Resources Staff, Administrative Officer V, Schools Governance Operations Division Chief (SGOD), Assistant Schools Division Superintendent (ASDS), Schools Division Superintendent (SDS) and two (2) Office Staff as documenters.
 5. School heads are mandated to bring their school plantilla, latest special order and appointment of detailed/excess teachers.
 5. This memorandum serves as the **Travel Authority** of the participants.
 6. Expenses incurred relative to the conduct of the activity such as meals, accommodation, supplies and materials, and travel and other incidental expenses shall be charged against local/continuing funds/MOOE subject to the usual accounting and auditing rules and regulations.
 7. Immediate dissemination and strict compliance with this memorandum are desired.


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

DepEd Northern Samar
RELEASED



Date: 9-20-23 9:40

LIST OF ELEMENTARY SCHOOLS WITH MORE THAN 5 EXCESS TEACHERS

School ID	School Name	Region	Municipality	District	Legislative District	ACTUAL ENROLLMENT										TEACHER INVENTORY	No. of Excess Teachers	TEACHER PUPIL RATIO (1: _)
						K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	SPED NG	Grand TOTAL				
1	122777 Allen Central Elementary School	VIII	ALLEN	Allen I	first	204	192	173	230	207	163	159		1328	53	16	25	
2	122804 Bobon CS	VIII	BOBON	Bobon	first	135	146	159	159	182	165	135		1081	45	14	24	
3	501191 Acereda Integrated School	VIII	BOBON	Bobon	first	45	45	30	25	35	40	36		256	13	5	20	
4	122820 Capul I CS	VIII	CAPUL	Capul	first	48	80	70	85	86	70	79		518	26	10	20	
5	122844 Baybay ES	VIII	CATARM	Catarman I	first	120	123	125	110	147	97	98		820	34	12	24	
6	122856 Catarman I CS	VIII	CATARM	Catarman I	first	306	351	339	363	352	318	243		2272	77	17	30	
7	122857 Catarman SPED Center	VIII	CATARM	Catarman I	first	50	74	85	82	91	74	75		531	25	8	21	
8	122866 Galutan ES	VIII	CATARM	Catarman I	first	65	43	43	46	55	36	39		327	15	6	22	
9	122845 Catarman II CS	VIII	CATARM	Catarman II	first	146	149	151	133	119	117	99		914	37	12	25	
10	122836 Generoso R. Frigillana Memorial School	VIII	CATARM	Catarman III	first	198	172	196	209	235	164	164		1338	52	15	26	
11	122871 McKinley ES	VIII	CATARM	Catarman IV	first	41	41	57	53	50	52	41		335	18	8	19	
12	500236 Cawayan Integrated School	VIII	CATARM	Catarman IV	first	161	164	146	183	171	122	153		1100	49	19	22	
13	122846 cervantes ES	VIII	CATARM	Catarman V	first	71	72	90	77	72	63	67		512	21	5	24	
14	122873 Polangi ES	VIII	CATARM	Catarman VI	first	100	120	115	115	125	75	90		740	25	5	30	
15	122881 Catubig Central elementary school	VIII	CATUBIG	Catubig I	second	92	116	97	133	125	114	122		799	35	12	23	
16	122898 Hibubullao CS	VIII	CATUBIG	Catubig II	second	75	64	67	64	65	86	55		476	20	6	24	
17	122914 Sulitan ES	VIII	CATUBIG	Catubig III	second	1	0	0	0	15	0	0		16	7	5	2	
18	122915 Anito ES	VIII	GAMAY	Gamay I	second	43	46	31	49	42	32	43		286	15	5	19	
19	122925 Gamay CS	VIII	GAMAY	Gamay I	second	79	112	84	151	142	132	126		826	46	23	18	
20	122922 Cagamutan Central Elementary School	VIII	GAMAY	Gamay II	second	62	54	40	84	61	57	49		407	22	9	19	
21	122943 Laoang I CS	VIII	LAOANG	Laoang I	second	85	109	117	119	139	124	109		802	48	27	17	
22	122966 P.M. Geta Memorial ES	VIII	LAOANG	Laoang II	second	66	113	78	96	107	85	100		645	37	20	17	
23	122971 Bobolosan ES	VIII	LAOANG	Laoang III	second	43	36	37	36	34	31	46		263	16	8	16	
24	122985 Rawis CS	VIII	LAOANG	Laoang III	second	84	98	91	97	102	107	126		705	29	9	24	
25	122955 Cabadiangan ES	VIII	LAOANG	Laoang IV	second	78	62	85	85	85	71	67		533	23	5	23	
26	122996 Lapinig CS	VIII	LAPINIG	Lapinig	second	67	89	87	93	86	80	70		572	24	6	24	
27	123002 Potong Elementary School	VIII	LAPINIG	Lapinig	second	56	53	60	53	58	64	57		401	22	8	18	
28	123010 Dapdap ES	VIII	LAS NAV	Las Navas I	second	29	19	29	45	47	29	33		231	13	5	18	
29	123023 Las Navas I Central School	VIII	LAS NAV	Las Navas I	second	81	93	93	121	105	106	74		673	31	12	22	
30	123046 LAS NAVAS II CS	VIII	LAS NAV	Las Navas II	second	63	56	58	64	54	61	54		410	17	5	24	
31	123064 Lavezares Central Elementary School	VIII	LAVEZAR	Lavezares I	first	98	122	121	130	117	100	140		828	36	14	23	
32	123076 Urdaneta Central Elementary School	VIII	LAVEZAR	Lavezares II	first	52	57	72	60	59	51	49		400	17	5	24	
33	123108 Mapanas CS	VIII	MAPANAS	Mapanas	second	54	62	65	62	77	61	58		439	22	8	20	
34	123124 Imelda ES	VIII	MONDR	Mondragon I	first	88	75	90	77	89	70	67		556	21	5	26	

35	123126	Makiwalo Elementary School	VIII	MONDR	Mondragon I	first	119	134	119	130	141	98	115		856	31	8	28
36	123128	Mondragon I Central School	VIII	MONDR	Mondragon I	first	168	159	160	173	188	142	183		1173	44	12	27
37	123116	Cablangan ES	VIII	MONDR	Mondragon II	first	34	35	33	34	50	38	26		250	13	5	19
38	123129	Nenita Central School	VIII	MONDR	Mondragon II	first	75	95	111	79	82	81	71		594	27	10	22
39	123115	Bugko ES	VIII	MONDR	Mondragon III	first	90	93	116	100	90	87	101		677	25	6	27
40	123145	Cabatuan ES	VIII	PALAPA	Palapag I	second	61	60	62	71	69	54	52		429	20	8	21
41	123162	Palapag CS	VIII	PALAPA	Palapag I	second	117	136	149	173	172	147	159		1053	40	11	26
42	123163	Palapag II CS (Pangpang CES)	VIII	PALAPA	Palapag II	second	49	58	51	49	51	44	49		351	22	11	16
43	123182	Pambujan 1 Central School	VIII	PAMBU	Pambujan I	second	274	295	305	327	377	324	303		2205	68	10	32
44	123170	Cababto-an ES	VIII	PAMBU	Pambujan II	second	67	74	54	57	78	50	50		430	17	5	25
45	123195	Rosario Central School	VIII	ROSARIO	Rosario	first	124	96	114	122	103	94	106		759	32	13	24
46	123203	San Antonio CS	VIII	SAN AN	San Antonio	first	58	61	58	65	55	65	56		418	18	5	23
47	123214	San Isidro CES	VIII	SAN ISID	San Isidro I	first	58	64	68	68	73	79	51		461	20	7	23
48	123206	Alegria ES	VIII	SAN ISID	San Isidro II	first	161	177	141	160	168	127	140		1074	35	5	31
49	123229	San Jose CS	VIII	SAN JOS	San Jose	first	96	99	104	118	111	104	96		728	31	12	23
50	123234	Bantayan Elementary School	VIII	SAN ROQ	San Roque	second	128	145	119	145	145	140	97		919	30	7	31
51	123245	SAN ROQUE CS	VIII	SAN ROQ	San Roque	second	261	293	243	244	321	265	292		1919	68	18	28
52	123247	San Vicente CS	VIII	SAN VIC	San Vicente	first	65	62	87	74	69	70	70		497	20	5	25
53	123284	Victoria CS	VIII	VICTORI	Victoria	first	89	81	69	81	92	74	94		580	25	7	23

LIST OF JUNIOR HIGH SCHOOL WITH MORE THAN 5 EXCESS TEACHERS

School ID	School Name	Region	Municipality	Legislative District	Curricular Offering	Gr7	Gr8	Gr9	Gr10	TOTAL ENROLMENT (SY 2022-2023)	Total Teacher Inventory as of May 2023	No. of Excess Teachers	TEACHER PUPIL RATIO (1:_)	
1	303531	Allen National High School	VIII	ALLEN	First	JHS with SHS	471	543	568	474	2056	89	19	23
2	303553	Bangon NHS	VIII	GAMAY	Second	JHS with SHS	88	122	94	102	406	24	10	17
3	303561	Basilio B. Chan Mem. Agricultural and Industrial Sch.	VIII	LAVEZARES	First	JHS with SHS	429	497	518	523	1967	78	10	25
4	303533	Batag NHS	VIII	LAOANG	Second	JHS with SHS	70	81	85	78	314	18	6	17
5	313615	Cagamutan National High School	VIII	GAMAY	Second	Purely JHS	51	48	59	46	204	19	10	11
6	303539	Capacujan NHS	VIII	PALAPAG	Second	JHS with SHS	90	93	112	87	382	18	6	21
7	303540	Capul Agro-Industrial School	VIII	CAPUL	First	JHS with SHS	237	237	221	214	909	44	12	21
8	303541	Catarman National High School	VIII	CATARMAN (Capital)	First	JHS with SHS	911	913	874	993	3691	129	7	29
9	303544	Catubig Valley NHS	VIII	CATUBIG	Second	JHS with SHS	397	407	435	445	1684	70	12	24
10	500236	Cawayan Integrated School	VIII	CATARMAN (Capital)	First	IS	207	193	249	255	904	45	13	20
11	303548	Eladio T. Balite Memorial School of Fisheries	VIII	BOBON	First	JHS with SHS	218	260	249	294	1021	57	20	18
12	303551	Gala Vocational School	VIII	GAMAY	Second	JHS with SHS	171	211	179	165	726	42	16	17
13	303552	Gamay National High School	VIII	GAMAY	Second	JHS with SHS	160	210	179	202	751	48	22	16
14	303554	Hibubullao NHS	VIII	CATUBIG	Second	JHS with SHS	156	193	162	142	653	33	11	20
15	313613	La Perla NHS	VIII	LAOANG	Second	Purely JHS	39	39	56	74	208	17	7	12
16	303556	Laoang National Technical High School	VIII	LAOANG	Second	JHS with SHS	268	308	241	273	1090	55	18	20
17	303557	Laoang NHS	VIII	LAOANG	Second	JHS with SHS	138	139	157	151	585	29	9	20
18	303559	Lorenzo S. Menzon AIS	VIII	LAPINIG	Second	JHS with SHS	142	191	138	149	620	40	19	16
19	313612	Malobago - Pagsang-an NHS	VIII	SAN ROQUE	Second	Purely JHS	72	67	67	66	272	21	9	13
20	303566	Mondragon Agro-Ind'L HS	VIII	MONDRAGON	First	JHS with SHS	326	377	408	273	1384	52	6	27
21	303567	Mongobongol NHS	VIII	SAN VICENTE	First	JHS with SHS	54	77	72	87	290	18	7	16
22	303569	Pambujan NHS	VIII	PAMBUJAN	Second	JHS with SHS	552	585	577	606	2320	86	8	27
23	303571	Potong NHS	VIII	LAPINIG	Second	Purely JHS	94	103	108	94	399	25	13	16
24	313603	Rawis National High School	VIII	LAOANG	Second	JHS with SHS	250	263	274	275	1062	47	11	23
25	303545	Rosario Lim Uy National High School	VIII	CATARMAN (Capital)	First	Purely JHS	110	134	110	111	465	22	8	21
26	303575	San Antonio Agricultural & Vocational Sch.	VIII	SAN ANTONIO	First	JHS with SHS	121	133	134	130	518	28	8	19
27	303577	San Isidro Agro-Industrial High School	VIII	SAN ISIDRO	First	JHS with SHS	65	103	93	108	369	25	13	15
28	303578	San Isidro NHS (San Isidro)	VIII	SAN ISIDRO	First	JHS with SHS	159	215	177	238	789	41	13	19
29	313616	San Miguel National High School	VIII	LAS NAVAS	Second	JHS with SHS	111	103	107	71	392	18	6	22
30	303581	San Roque-Pambujan Vocational High School	VIII	PAMBUJAN	Second	JHS with SHS	93	126	83	74	376	22	8	17
31	303584	SUMOROY AGRO-INDUSTRIAL SCHOOL	VIII	PALAPAG	Second	JHS with SHS	502	564	574	566	2206	111	34	20
32	313601	Veriato National High School	VIII	SAN ISIDRO	First	Purely JHS	78	90	95	111	374	19	7	20
33	303585	Victoria NHS	VIII	VICTORIA	First	Purely JHS	237	244	247	300	1028	44	9	23
34	303587	Washington National High School	VIII	CATARMAN (Capital)	First	Purely JHS	136	151	156	171	614	28	7	22

PRU/2023