



April 13, 2018

DIVISION MEMORANDUM
NO. 093 s., 2018

**2017 BATCH 3 SHS TEACHER ALLOCATION AND SUBMISSION OF
SHS TEACHER SPECIALIZATION NEEDS**

TO: OIC, Office of the Assistant Schools Division Superintendents
Chiefs, CID/SGOD
Administrative Officer V
Public Schools District Supervisors
Senior High School Heads

1. All Senior High School Heads are instructed to submit a report on total filled and unfilled teaching positions based on the allocation as of March 2018 listed in **Annex 1**, please take note that the additional items from 2017 Batch 3 SHS teacher allocation is already included in the total number of teachers for each schools.
2. To facilitate the hiring of new teaching positions for incoming SY 2018-2019, all Senior High schools with unfilled teaching items are instructed to submit (using the format in Annex 2) the number of teachers per specialization needed by the school. It follows that the number of teacher needs per specialization should not exceed the total unfilled positions.
3. Hard copies of the report should be submitted to the Division Office Personnel Unit through Norita Vasquez on or before April 18, 2018.
4. Immediate dissemination of and strict compliance with this Memorandum is desired.

by: ELIAS A. ALICAYA, JR. Ed.D.
OIC-Assistant Schools Division Superintendent
for **CHERRYLOU D. DE MESA**
OIC, Schools Division Superintendent



Republic of the Philippines
Department of Education
 Region IV-A (CALABARZON)
Division of Cavite
 Trece Martires City, Cavite



ANNEX 1

| SCHOOL ID | SCHOOL NAME | SHS Teacher Allocation | | | | TOTAL TEACHER ALLOCATION | FILLED TEACHING POSITIONS | UNFILLED TEACHING POSITIONS |
|-----------|--|------------------------|------|---------------------------|-------------------------|--------------------------|---------------------------|-----------------------------|
| | | 2016 | 2017 | Special Science Teacher I | 2017 Batch 3 Allocation | | | |
| 301165 | Alfonso National High School | 8 | - | - | - | 8 | | |
| 301166 | Amadeo National High School | 17 | 5 | 2 | 2 | 26 | | |
| 301167 | Amaya Sch. of Home Industries | 27 | 10 | - | 2 | 39 | | |
| 301168 | Anuling NHS | 5 | - | - | - | 5 | | |
| 301172 | Bagbag NHS | 13 | - | - | - | 13 | | |
| 301173 | Bendita NHS | 4 | 2 | - | 3 | 9 | | |
| 301175 | Bucal NHS | 15 | 2 | - | 6 | 23 | | |
| 301180 | Bulihan NHS | 37 | 11 | - | 2 | 50 | | |
| 301178 | Cavite National Science High School | 15 | - | 1 | - | 16 | | |
| 301189 | Emiliano T. Tirona MNHS | 31 | 5 | - | - | 36 | | |
| 307808 | Francisco Osorio NHS | 7 | - | - | 1 | 8 | | |
| 301191 | Gen. Emilio Aguinaldo NHS (Bailen) | 6 | - | - | 2 | 8 | | |
| 301192 | Gen. Mariano Alvarez Tech. HS | 51 | 25 | - | 4 | 80 | | |
| 301193 | Gen. Vito Belarmino NHS | 9 | 4 | - | 2 | 15 | | |
| 301195 | Halang Banaybanay NHS | 4 | - | - | - | 4 | | |
| 301198 | Kaytitinga NHS | 8 | - | - | 1 | 9 | | |
| 301199 | Lucsuhin National High School | 11 | 3 | - | 3 | 17 | | |
| 301200 | Lumampong NHS | 6 | - | - | - | 6 | | |
| 301201 | Lumampong NHS - Indang Annex | 15 | 3 | - | 2 | 20 | | |
| 301202 | Lumil NHS | 8 | 1 | - | 3 | 12 | | |
| 301205 | Munting Ilog NHS | 14 | 1 | - | 2 | 17 | | |
| 301207 | Naic NHS | 21 | 7 | - | 2 | 30 | | |
| 301211 | Pulo ni Sara NHS | 3 | - | - | 3 | 6 | | |
| 301213 | San Jose Community HS | 14 | - | - | - | 14 | | |
| 301216 | Tagaytay City National High School | 18 | 1 | - | 1 | 20 | | |
| 301215 | Tagaytay City Nat'l. Science HS | 26 | 12 | 2 | 2 | 42 | | |
| 301217 | Talon National High School | 7 | - | - | - | 7 | | |
| 301218 | Tanza National Comprehensive High School | 25 | 6 | 1 | 1 | 33 | | |
| 301219 | Tanza National Trade School | 52 | 19 | - | - | 71 | | |
| 301221 | Ternate NHS | 13 | - | - | 1 | 14 | | |
| 307807 | Ternate West NHS | 7 | - | - | 1 | 8 | | |
| 342284 | Angelo L. Loyola Senior High School | 40 | 16 | 1 | - | 57 | | |
| 342288 | Escuela Secundaria Senor de Salinas | 13 | 1 | - | 1 | 15 | | |
| 342285 | Luis Y. Ferrer Jr. Senior High School | 41 | 23 | - | 4 | 68 | | |
| 342287 | Novelita Senior High School | 4 | 1 | - | 3 | 8 | | |
| 342286 | Pedro Alegre Aure Senior High School | 12 | - | - | - | 12 | | |
| 342292 | Trece Martires City Senior High School | 41 | 8 | 1 | - | 50 | | |



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ANNEX 2

School Name: _____

School ID: _____

No. of Unfilled teaching items: _____

| Specialization** | No. of teachers needed per specialization* |
|------------------|--|
| | |
| | |
| | |
| | |

* Total number of teacher needs should not exceed the total unfilled items.

** Given the limited item allocation, school heads should prioritize hiring of teachers based on which specialization they needed most.