



Republic of the Philippines  
**Department of Education**  
REGION IV-A  
**SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

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December 7, 2022

**DIVISION MEMORANDUM**

NO. 547, s. 2022

To: Assistant Schools Division Superintendents  
Chief, Curriculum Implementation Division  
Chief, School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
NQESH Passers  
All Concerned





**RECALL OF ALL SPECIAL ORDERS ISSUED TO ELEMENTARY OIC/TIC**

1. Relevant to the filling up of School Principal I position to different schools in Elementary in this Division, please be informed that **all issued Special Orders for OIC or TIC of Elementary Schools is hereby recalled effective December 29, 2022**. This is to give way to all NQESH passers to be deployed to schools where there is a need for School Principal I position.
2. Likewise, all Elementary Head Teachers, all current OIC/TIC in Elementary and/or test takers from Elementary who belong to Category B and C of NQESH results will undergo ranking process and advise to submit application documents stipulated in DepEd Order No. 42, s. 2007 and Division Memorandum No. 322, s. 2020 **on or before December 16, 2022**.
3. To determine the priority in deployment of TICs, **Priority 1** shall be given to TIC who falls to Category B of NQESH results, while **Priority 2** shall be given to TIC who did not take the NQESH, test takers from Elementary who are not OIC/TIC but falls to Category B, and test takers who falls to Category C.
4. Furthermore, all current Elementary OICs/TICs who will be recalled are advised to attend the meeting on **December 12, 2022, 2:00pm** at Bulwagang Tanglaw, Schools Division Office, Trece Martires City, Cavite.
5. Immediate dissemination of this Memorandum is highly desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

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“Serbisyong Pang-Edukasyong Tapat at Sapat para sa Batang KABITENYO”