



Republic of the Philippines
Department of Education
 REGION I



APR 14 2026

REGIONAL MEMORANDUM
 No. 445, s. 2026

SUBMISSION OF APPLICATION/ LETTER OF INTENT FOR QUALIFIED APPLICANTS FOR THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT POSITION

To: All Schools Division Superintendents
 All Assistant Schools Division Superintendents
 All Others Concerned

1. This Office is pleased to inform that the Regional Search Committee for Third Level Officials will be conducting the regional screening of qualifiers for the Assistant Schools Division Superintendent position.

2. In line with this, all qualified applicants are requested to submit in hardcopies or e-mail **on or before April 16, 2026** to the Department of Education, Regional Office No. I, Administrative Division-Personnel Section or at **ps.region1@deped.gov.ph**, the following documents (*original form or certified true copy*):

- Letter of Intent addressed to the Regional Director
- Updated Personal Data Sheet (PDS)
- Comprehensive Curriculum Vitae
- Certificate of Eligibility/ies, and/or Certificate of Rating of Examination/s passed
- Self-certification of no pending administrative/civil/criminal charges with the executive summary of pending cases, copies of complaints, counter-affidavits and other supporting documents (*if any*)

3. For information, guidance and immediate compliance.

ELP
ESTELA P. LEON-CARIÑO, EdD, CESO III
ELP Director IV/Regional Director *ELP*

Encl.: As Stated
 Reference: None

To be indicated in the Perpetual Index
 Under the following subjects:

ASSESSMENT EVALUATION OFFICIALS OFFICERS

AD/PS/hfa/RM_DelegationSigningAuthorityForm6PersonalForeignTravelAbroad

April 14, 2026



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