



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**

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DIVISION OF CITY SCHOOLS  
MARIKINA

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**MEMORANDUM TO:**

Chief Education Supervisors – CID and SGOD  
Elementary and Secondary School Principals  
Officers-In-Charge  
Unit Heads  
Public Schools  
All Concerned

**FINAL ASSESSMENT OF DOCUMENTARY REQUIREMENTS  
OF MASTER TEACHER II (ELEMENTARY AND SECONDARY) APPLICANTS**

Please be advised that the Final Assessment of the submitted documentary requirements for Master Teacher II applicants, both in Elementary and Secondary Schools, shall be held on Thursday, January 31, 2019, 1pm onwards, PSDS Office, SDO Marikina City.

All original copies of the documents submitted are required to be brought during the activity.

All School Heads are hereby requested to inform those who submitted their folders of the schedule for Final Assessment. Likewise, it is enjoined that no disruption of classes of the concerned teachers shall be observed and that the needs/concerns of the students shall be attended to.

Immediate and wide dissemination of this Memorandum is strongly desired.

  
**JOEL T. TORRECAMPO**

Officer In-Charge  
Office of the Schools Division Superintendent