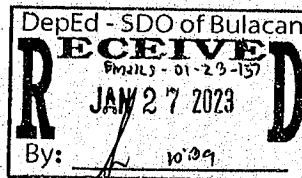


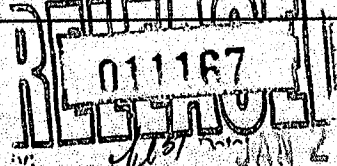
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ROWENA T. QUIAMBAO, CESE
Asst. Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent
SCHOOLS DIVISION OF BULACAN



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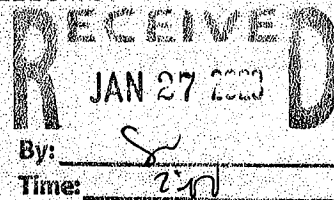
CORDS SECTION, REGIONAL OFFICE III



REGIONAL MEMORANDUM
No. 046, s. 2023

MORATORIUM ON THE SUBMISSION OF REQUESTS FOR PROCESSING OF EQUIVALENT RECORD FORMS (ERFs) CONVERSION TO MASTER TEACHER POSITIONS AND RECLASSIFICATION OF POSITIONS

To: Schools Division Superintendents
All Others Concerned



1. The FY 2023 Regionwide Lumpsum Appropriations for the Implementation of Approved Equivalent Records Forms (ERFs), Conversion to Master Teacher (MT) Positions and Reclassification of Positions is Eighty Five Million Thirteen Thousand Pesos (P85,013,000.00). Over the years, this annual appropriation was not increased despite repeated requests.
2. To date, the accumulated unfunded salary differentials due to approved ERFs, MTs and Reclassification processed by the Regional Office in CY 2022 and prior years amounted to Two Hundred Thirty Five Million Seventy One Thousand Six Hundred Eighteen Pesos & 96/100 (P235,071,618.96).
3. Based on these figures, there is a need to source out additional funds to cover the funding requirements of the unimplemented upgrading. Given no augmentation, the salary differentials of these upgraded positions will consume the annual appropriations of the Region for the next two (2) years.
4. Likewise, the new DepEd Merit Selection Plan (MSP) introduced new parameters and strategies in the appraisal of documents for appointments. The continuous accumulation of unimplemented upgrading bring uncertainties whether these unimplemented upgraded positions will still be implemented when the implementing guidelines of the new MSP will be released.
5. To prevent further accumulation of unfunded upgrading of positions and deter the prolonged waiting period of implementation from the date of the approval until the release of the NOSCA from the DBM, there is a need to suspend the processing of requests for upgrading until such time that there is clear funding source and that the implementing guidelines of the new DepEd MSP are available.



Address: Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89; Email Address: region3@deped.gov.ph





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6. Accordingly, the submission of requests for processing of ERFs, MTs and Reclassification of Positions to the Regional Office is **suspended effective February 1, 2023**. All requests received by the Regional Office prior to the said date shall be processed accordingly.
7. During the moratorium period, SDOs are advised to strengthen their internal processes to ensure that applicants to be recommended for upgrading are equipped, not only with the required documents but most significantly, the expected competencies of their desired positions.
8. Notwithstanding this moratorium, teachers and school heads are encouraged to continue pursuing professional development relevant to their work or chosen career path as emphasized in the MSP.
9. For information, guidance and compliance.

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MAY B. ECLAR, PhD, CESO III
Regional Director

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