



Republic of the Philippines  
Department of Education  
REGION III  
SCHOOLS DIVISION OF BULACAN

DIVISION MEMORANDUM  
No. 122 s. 2025

**DIVISION OPEN RANKING FOR THE RECLASSIFICATION OF SCHOOL  
PRINCIPAL POSITION IN THE SECONDARY LEVEL**

To: Assistant Schools Division Superintendents  
SGOD and CID Chiefs  
HRMPSB Members  
Public Schools District Supervisors  
Elementary and Secondary School Principals/OICs  
All Others Concerned

1. This is to announce that the ranking of qualified applicants for the reclassification of School Principal III to School Principal IV positions in the secondary shall be conducted on March 20, 2025, 8:30 am, 3<sup>rd</sup> floor Conference Hall, SDO Building.
2. The said ranking aims to provide a pool of qualified applicants needed in filling up slots for the reclassification.
3. SDO Bulacan provides equal opportunity to all applicants who meet the Qualification Standards (QS). There shall be no discrimination in the selection of employees on account of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation.
4. The Qualification Standards (QS) for the positions are as follows:

Position Title/Salary Grade	Education	Experience	Training	Eligibility
School Principal IV/SG-22	Master's degree in the fields of administration, supervision, leadership or management plus 24 Doctoral units	2 yrs as Principal III	56 hours of relevant training initiated, sanctioned and approved/recogni zed by DepEd not used in the immediate previous promotion	RA 1080 (Teacher)



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5. The evaluation of documents shall be based on DepEd Order 97, s. 2011 titled Revised Guidelines on the Allocation and Reclassification of School Head Positions.
6. Expenses incurred in this activity shall be charged against Division MOOE subject to the usual budget and auditing procedures.
7. Wide dissemination of this Memorandum is desired.

  
**NORMA P. ESTEBAN EDD, CESO V**  
Schools Division Superintendent

March 03, 2025  
HRMPSEB/hr