



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
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REGIONAL MEMORANDUM

No. 0969, s. 2026

To: Schools Division Superintendents
All Others Concerned

REITERATION ON DEPED DIRECTIVES ON THE DEPLOYMENT OF NEW
TEACHING ITEMS AND TEACHER TRANSFER GUIDELINES

1. **Activity/Directive.** Pursuant to **DM-OUHRODI-2026-1215** on the creation and deployment of **32,916 new teaching items for SY 2026-2027**, and **DepEd Order No. 22, s. 2013** on the transfer of teachers, this Office reiterates the directives on the timely filling of teaching positions and equitable deployment and transfer of teachers.
2. **Objective.** This Memorandum aims to ensure all SDOs comply with these issuances in the recruitment, deployment, and transfer of teachers, particularly in addressing teacher shortages, and achieving equitable teacher distribution.
3. **Deployment of New Items**
 - a. Expedite recruitment and appointment of teachers to newly created positions by **September 2026**.
 - b. Prioritize schools with acute shortages, newly established schools, far-flung areas, **multi-grade schools with fewer than three teachers**, ALS centers, and SNED schools.
 - c. Strictly observe **class size standards and specialization factors**, as follows:
 - i. **Kindergarten:** 25 learners per session (maximum 30), 1 teacher for 2 sessions.
 - ii. **Grades 1-2:** 30 learners per class (maximum 35), 1 teacher per class.
 - iii. **Grade 3:** 30-35 learners, with a **5:4 specialization factor**.
 - iv. **Grades 4-10:** 40-45 learners, with a **5:4 specialization factor**.
 - v. **Grades 11-12:** Maximum 40 learners, with a **9:6 specialization factor**.
 - vi. **Multi-Grade (Grades 1-6):** Maximum 25 learners across 2 consecutive grade levels, with 1 teacher per class or 3 teachers per MG school.
 - vii. **SNED (Elem/JHS):** Maximum 15 learners per class, 1 teacher per class.
 - viii. **ALS:** 40 learners per teacher.



d. Observe special hiring arrangements for **DOST scholars (RA 10612/7687)** and **SPIMS beneficiaries**, ensuring their inclusion in the CAR-RQA regardless of score, with no cut-off applied.

e. **Teacher Transfer Guidelines**

- i. Effect transfers when warranted by the exigency of service, including excess teachers, low ratios, decreased enrolment.
- ii. Consider “last in, first out,” residency considerations, and specialization alignment.
- iii. Prioritize transfer requests involving health concerns, family unification, residency, or safety considerations.

4. **Monitoring and Reporting.**

- a. SDOs shall prepare and vet **deployment reports** using prescribed templates, endorsed by the SDS, and submit to the Regional Office (RO-PPRD) not later than **June 30, 2026**.
- b. Regional Office shall consolidate reports and submit them to **BHROD-SED** for validation and submission to DBM.
- c. Update the **Program Management Information System (PMIS)** immediately upon signing of appointment papers.
- d. SDOs shall update the **Personal Services Itemization and Plantilla of Personnel (PSIPOP)** monthly based on issued appointments and assumption to duty.
- e. The Regional Office shall monitor compliance and provide quarterly feedback to SDOs to ensure 100% filling-up of newly created items by **September 2026**.

5. **Effectivity.** This Memorandum takes effect immediately.

ALLAN G. FARNAZO
Director IV

VCN/PPRD/RM-Reiteration on DepEd Directives on the Deployment of New Teaching Items ...
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