



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

C/o Sir Jet

JUN 30 2023

DIVISION MEMORANDUM

NO. 212 s. 2023

**SUBMISSION OF ORIGINAL AUTHENTICATED PRC LICENSE IN
PROCESSING OF APPOINTMENTS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary, Junior and Senior High School Heads
All Others Concerned

1. This Office reminds all concerned that the original authenticated PRC license should be attached upon the submission of appointment papers to the Schools Division Office. Receipts and PRC authentication claim slips will no longer be accepted.
2. In connection thereto, this Office hereby reiterates the provisions in Rule 11, Section 4(d) of the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (Revised July 2018) Re: Amendments and Additional Provisions to CSC Resolution No. 1701009 (June 16, 2017), that for regular appointments, "*Original copy of the authenticated certificate of eligibility/rating/license for original appointment, promotion, transfer, reappointment (change of status to permanent) or reemployment*" shall be submitted.
3. All appointees are enjoined to comply with the requirements, to avoid delays in the processing of appointments.
4. Immediate dissemination of this Memorandum is desired.


CAROLINA S. VIOLETA, EdD, CESO VI
Schools Division Superintendent

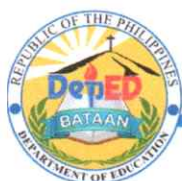
Reference:

2017 Omnibus Rules on Appointments and Other Human Resource Actions
To be included in the Perpetual Index

Under the following:

APPOINTMENT POLICY

ADS



"We Mould Heroes"

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CSC PRIME-HRM BRONZE AWARD
CSC Resolution No. 2001100