



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

SEP 15 2025

DIVISION MEMORANDUM

NO. 385 s. 2025

CORRIGENDUM TO DIVISION MEMORANDUM NO. 369, S. 2025, TITLED CALL FOR APPLICATION FOR NON-TEACHING POSITIONS, AND DIVISION MEMORANDUM NO. 337, S. 2025, TITLED CALL FOR APPLICATION FOR TEACHING POSITIONS

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
Public Elementary, Junior, and Senior High School Principals
All Others Concerned

1. This Office announces the change in the deadline for the submission of pertinent documents relative to the conduct of the Ranking of Qualified Applicants for Non-Teaching Positions in SDO Bataan, as stipulated in Division Memorandum No. 369, s. 2025. The deadline is moved from September 10, 2025 to September 15, 2025, to provide sufficient time for interested and qualified applicants to prepare their documents in accordance with the revised 2025 OHRA-ORA guidelines. Schools are likewise directed to forward the complete set of documents to the Schools Division Office (Attention: Personnel Section) on or before the said deadline.
2. Furthermore, the following corrections in Division Memorandum Nos. 369 and 337, s. 2025, are hereby made:

From	To
Administrative Officer II (Administrative Officer III)	Administrative Officer IV (Administrative Officer III) SDO – Procurement Unit
Teacher III, Limay NHS (SHS)	

3. Immediate and wide dissemination of this Memorandum is desired.


CAROLINA S. VIOLETA, EdD, CESO V
/ Schools Division Superintendent 