



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

October 20, 2025

DIVISION MEMORANDUM

No. 461, s. 2025

**AMENDMENTS AND CLARIFICATIONS TO DEPED ORDER NO. 024, s. 2025
(GUIDELINES ON THE IMPLEMENTATION OF THE EXPANDED CAREER
PROGRESSION SYSTEM FOR TEACHERS AND SCHOOL HEADS IN THE
DEPARTMENT OF EDUCATION) AND THE 2ND BATCH CALL FOR
APPLICATION FOR RECLASSIFICATION OF POSITIONS UNDER
THE EXPANDED CAREER PROGRESSION SYSTEM**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Division and District HRMPSB Members
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to **DepEd Order No. 034, s. 2025**, entitled "*Amendments and Clarifications to DepEd Order No. 024, s. 2025 – Guidelines on the Implementation of the Expanded Career Progression System for Teachers and School Heads*," the **Schools Division Office of Bataan (SDO Bataan)** hereby issues this Memorandum to ensure uniform understanding and faithful implementation of the amended provisions of the policy.
2. This issuance affirms the Department's commitment to a **merit-, fitness-, and competency-based promotion system**, ensuring that the promotion and reclassification of teaching and school administrative positions are transparent, equitable, and aligned with the Philippine Professional Standards for Teachers (PPST) and the Philippine Professional Standards for School Heads (PPSSH).
3. Based on DepEd Order No. 034, s. 2025 (attached for reference), the following salient points shall guide all concerned:
 - 3.1 **Inclusion and Clarification of Coverage.**
The ECP System applies to all Teachers, Master Teachers, and School Heads with permanent appointments from Kindergarten to Senior High School, including those in ALS, SPED, and other special programs.
 - 3.2 **Modified Staffing Standards.**
The allocation of one (1) Master Teacher position for every three (3) or five (5) teachers remains, but teachers handling multiple subjects or



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teaching outside their specialization may now be included in the ratio, subject to validation of their actual teaching load.

3.3 Qualification and Education Units.

Additional education units (e.g., master's or doctoral units) beyond the minimum requirement are now given corresponding points, encouraging continuous professional development.

3.4 Recognition of Prior Learning and Experience.

Related work experiences, including Head Teacher functions, may be credited toward qualification requirements for higher positions.

3.5 Documentary Requirements Simplified.

For *retitling or reclassification*, incumbents only need to submit an updated PDS with Work Experience Sheet, training certificates, and the Retitling Form.

3.6 Performance and Assessment Requirements.

Updated guidance on the use of Classroom Observable and Non-Classroom Observable Indicators (COIs and NCOIs) and the use of prior-year classroom observations and RPMS-PPST MOVs is affirmed.

3.7 Transitory Provisions.

A **three-year transition period** is provided (until February 2028) allowing applicants who have minor performance deficiencies but meet all other requirements to apply for promotion, with commitment to improve identified PPST indicators.

3.8 Validity of Comparative Assessment Results.

Results of the Comparative Assessment for Expanded Reclassification (CAREER) remain valid until fully exhausted. Qualified applicants not appointed due to budget constraints will be prioritized in the succeeding cycle.

4. In view of the continuing implementation of the Expanded Career Progression System, **SDO Bataan now opens the 2nd Batch of the Call** for Application for Reclassification of Positions **for both** Teaching Career Line **and** School Administration Career Line **under DepEd Orders No. 024 and 034, s. 2025.**

4.1 All qualified and interested Teachers I–VII, Master Teachers I–V, and School Principals I–IV with permanent appointments may apply.

4.2 Applicants must meet the minimum **Qualification Standards (QS)** and submit complete documentary requirements.

4.3 Documentary Requirements (same as in Batch 1)

4.4 Submission of Applications. All interested and qualified applicants shall submit their complete documentary requirements to the Records Section, attention: Personnel Unit c/o Ms. Ma. Liza Manuel **on or before** October 27, 2025, **through their respective** School Heads and District Offices. **Late submissions will not be entertained.**



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4.5 Evaluation and Assessment:

The **Division HRMPSB** shall strictly follow the amended guidelines on comparative assessment, classroom observation, and portfolio evaluation, ensuring consistency and fairness across all applications.

5. School Heads shall ensure that qualified teachers are properly guided and assisted in the preparation of complete and accurate application documents.
6. Public Schools District Supervisors (PSDSs) shall monitor the compliance of schools and submit consolidated lists of applicants to the HRD Section.
7. HRMPSB Members shall adhere to the revised assessment and validation procedures per DepEd Orders No. 024 and 034, s. 2025.
8. Immediate dissemination of this Memorandum to all concerned is directed for the information and guidance of everyone. The attached **DepEd Order No. 034, s. 2025** shall serve as the official reference document for the implementation of the amendments and clarifications to the Expanded Career Progression System.
9. For guidance, strict compliance, and wide dissemination.


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

Enclosure: As stated
To be included in the Perpetual Index
Under the following subjects

CLARIFICATIONS
CAREER

AMMENDMENTS
RECLASSIFICATION

EXPANDED
SYSTEM

S2/CI9
October 20, 2025