



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
Province of Quezon
**CITY SCHOOLS DIVISION
CITY OF TAYABAS**



DIVISION MEMORANDUM

TO: CHIEFS, CID AND SGOD
EDUCATION PROGRAM SUPERVISORS
HEADS, PUBLIC AND PRIVATE ELEMENTARY AND
SECONDARY SCHOOLS
ALL TEACHING PERSONNEL
ALL OTHERS CONCERNED

FROM: CATHERINE P. TALAVERA CESO VI
Schools Division Superintendent

SUBJECT: CERTIFICATES OF NO PENDING/PENDING CASE OVER TEACHING
AND TEACHING-RELATED PERSONNEL IN THE SCHOOLS
DIVISION OFFICE AND PERSONNEL OF THE REGIONAL OFFICE

DATE: May 23, 2018

This is to inform the field on DepEd-4A-RM01C-18-269 re: *Certificates of No Pending/Pending Case Over Teaching and Teaching-related Personnel in the Schools Division Office and Personnel of the Regional Office.*

Attached herewith is the Regional Memorandum signed by Dr. Diosdado M. San Antonio, Regional Director, for your perusal.

Immediate dissemination and appropriate action are highly expected.

*AS-AO/ CERTIFICATES OF NO PENDING/PENDING CASE OVER TEACHING AND TEACHING-RELATED PERSONNEL
IN THE SCHOOLS DIVISION OFFICE AND PERSONNEL OF THE REGIONAL OFFICE
DM-131/05-23-18*



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



DEPED-4A-RM01C-18- 269

TO : **ALL SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT: **CERTIFICATES OF NO PENDING/PENDING CASE OVER
TEACHING AND TEACHING-RELATED PERSONNEL IN THE
SCHOOLS DIVISION OFFICE AND PERSONNEL OF THE
REGIONAL OFFICE**

DATE : _____

1. Section 1 of DepEd Order No. 49, Series of 2006, entitled, *Revised Rules of Procedure of the Department of Education in Administrative Cases* provides that the Regional Director is the disciplining authority over teaching and teaching-related personnel in the region and personnel in the regional office.
2. The Legal Unit is the office in the Regional Office which is tasked to investigate complaints against teaching and teaching-related personnel in the region and personnel in the regional office and to draft resolutions after the investigations.
3. There were several instances when investigations as well as implementations of decisions on administrative cases were hampered because personnel being investigated during fact-finding investigation or the respondent during the formal investigation have already retired or resigned successfully without securing the needed certificate from the Legal Unit of the Regional Office.



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4. In view thereof, all certifications pertaining to the pendency of administrative cases against teaching and teaching-related personnel in the region and personnel in the regional office shall be secured from the Legal Unit of the Regional Office only.
5. The Legal Unit of the Regional Office shall monitor the implementation of this Memorandum.
6. Strict compliance is hereby enjoined.