

**[ DECS ORDER NO. 21, s. 1998, December 15, 1997 ]**

**GUIDELINES IN THE PROCESSING OF APPOINTMENT OF TEACHERS**

1. For the information and guidance of all concerned, inclosed is a copy of CSC Office Memorandum No. 67, s. 1997, on the subject "Guidelines in the Processing of Appointment of Teachers", issued to facilitate and ensure uniform action on all appointments of teachers.

2. Wide dissemination of this Order is desired.

Adopted: 20 Feb. 1998

(SGD.) ERLINDA C. PEFIANCO  
*Secretary*

**Office Memorandum 67, s. 1997**

**Guidelines in the Processing of Appointment of Teachers**

To fully implement Republic Act No. 7836 particularly in ensuring the security of tenure of all incumbents as of December 16, 1994 who are qualified to register as professional teachers without examination as well as those who are required to pass the licensure examination during the prescribed five-year period, the Civil Service Commission, the Department of Education, Culture and Sports, and the Professional Regulation Commission executed a Memorandum of Agreement on October 16, 1997.

In view thereof, and to facilitate and ensure uniform action on all appointments of teachers and pursuant to CSC Resolution No. 97-4571 dated December 9, 1997, the following guidelines are hereby issued:

1. Permanent appointments of incumbent teachers as of December 16, 1994 who are already registered as Professional Teachers under R.A. 7836 shall not be disturbed.

Also, the permanent appointment of an incumbent teacher who failed to register shall likewise, not be disturbed, However, he cannot be promoted until he registers as Professional Teacher. For this purpose, an incumbent teacher as of September 20, 1997 who is qualified to register without examination but who failed to do so shall still be allowed to register without examination up to September 20, 2000. One who failed to register within said period shall henceforth be required to pass the licensure examination for professional teachers.