

September 22, 2025

DIVISION MEMORANDUM  
 No. **568**, s. 2025

**DESIGNATION OF PERSONNEL CONSTITUTING THE SUB-COMMITTEES FOR  
 THE ASSESSMENT OF APPLICANTS FOR HIGHER TEACHING POSITIONS  
 AND RECLASSIFICATION OF TEACHING POSITIONS**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisor, Curriculum Implementation Division  
 Chief Education Supervisor, School Governance and Operations Division  
 Public Elementary and Secondary School Heads  
 Service/Unit Heads  
 All Others Concerned

1. Pursuant to **DepEd Order No. 20, s. 2024** titled *Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions* and **DepEd Order No. 24, s. 2025** titled *Guidelines on the implementation of the Expanded Career Progression System for Teachers and School Heads in the Department of Education*, this Office, upon the recommendation of the Human Resource Merit Promotion and Selection Board (HRMPSB), designates the following personnel trained on classroom observation and portfolio assessment to constitute the sub-committees to assist the HRMPSB in the comparative assessment of teacher-applicants for reclassification of teaching positions and vacant higher teaching positions:

No.	Municipality	Name of Assessor	Position
1	Bacolod	1. Carol R. Balwit	Division Supervisor
		2. Jasmin M. Marohom	PSDIC
		3. Fatima C. Mananggolo	School Head
		4. Marichu A. Licanda	School Head
		5. Myleen B. Diaz	School Head
		6. Elvir S. Gonesto	School Head
		7. Ivy T. Jumawan	SEPS
2	Balo-i	1. Monisa P. Maba	Division Supervisor
		2. Danilo C. Anticamara	School Head
		3. Sobaida A. Ali	School Head
		4. Jasleah M. Lambas	School Head
		5. Apipa M. Renandang	School Head
		6. Jamila A. Maradial	School Head
		8. Linang M. Abbas	School Head
		9. Isnairah D. Amindato	School Head
3	Baroy	1. Amelita S. Bagol	PSDS
		2. Joahn J. Andot	School Head
		3. Edna S. Chan	School Head
		4. Lucelyn L. Lomocso	School Head
		5. Richelle C. Alba	School Head

		7. Francisco L. Vedra	School Head
		8. Jovanny M. Pangasian	EPS II
4	Kapatagan	1. Joselito D. Epe	PSDS
		2. Pablo B. Nisnisan	School Head
		3. Jestoni G. Jueves	School Head
		4. Ryan M. Naong	School Head
		5. Naim A. Mapandi	School Head
		6. Rolindo B. Basinillo	School Head
		7. Adrian D. Buasan	School Head
		8. Winah C. Cafino	School Head
		9. Gladys N. Villacorta	School Head
		1. Marife B. Vicoy	Division Supervisor
5	Kauswagan	2. Norberto B. Frias	PSDIC
		3. Editha M. Tawantawan	School Head
		4. Rene C. Abarquez	School Head
		5. Aisah C. Ali	School Head
		6. Camalia A. Bani	School Head
		7. Shirley M. Paglinawan	School Head
		8. Alvin C. Perez	School Head
		9. Jocelyn F. Alforque	School Head
		1. Jane Charity E. Madronero	Division Supervisor
		2. Superiano A. Maglangit	PSDS
6	Kolambugan	3. Zivil S. Clam	School Head
		4. Mildred O. Abella	School Head
		5. Paul P. Abella	School Head
		6. Vilma V. Mangubat	School Head
		7. Norvel H. Alangilan	School Head
		8. Maria Estela F. Ymbong	School Head
		1. Ervin M. Planas	PSDS
		2. Antonieta B. Epe	PSDIC
		3. Dante M. Alborto	School Head
		4. Josephine C. Ignacio	School Head
7	Lala	5. Johnsen P. Tabano	School Head
		6. Romelyn D. Ventures	School Head
		7. Mary Grace B. Yap	School Head
		8. Rodulfo C. Villarosa	School Head
		9. Orlando Jr. T. Bagsican	School Head
		10. Gideon J. Miyas	School Head
		11. Josephine A. Malaubang	School Head
		1. Angelito D. Barazona	Division Supervisor
		2. Cristina C. Inao	School Head
		3. Dina G. Libot	School Head
		4. Melchora C. Batingal	School Head
8	Linamon	5. Haydee P. Eya	School Head
		6. Fe B. Mirabueno	School Head
9	Magsaysay	1. Rowena E. Lontayao	Division Supervisor
		2. Zanaida C. Omar	School Head
		3. Junrey C. Dabon	School Head
		4. Rene B. Monteza	School Head
10	Maigo	5. Jezreel M. Dela Cerna	School Head
		6. Redeem A. Patarlas	School Head
		1. Rotsen V. Escorial	Division Supervisor
		2. Raquel J. Cabusas	PSDIC
		3. Irish P. Orong	School Head
		4. Jamalia O. Pagompatan	School Head
		5. Sonia N. Gumilao	School Head
		6. Jocelyn B. Fernan	School Head

		7. Soledad S. Cabardo	School Head
11	Matungao	1. Sheigred P. Espinosa	PSDIC
		2. Naima P. Lacoto	School Head
		3. Anisa G. Disocor	School Head
		4. Jahara D. Panotulan	School Head
		5. Naima L. Egue	School Head
		6. Indira P. Abdul	School Head
12	Munai	1. Mamilawan S. Cali	PSDS
		2. Monalawan L. Balabagan	School Head
		3. Sittienor C. Radia	School Head
		4. Amerah O. Ampaso	School Head
		5. Asniah M. Mananggolo	School Head
13	Nunungan & Sapad	1. Maria Eva S. Edon	CID Chief
		2. Sindao D. Asis	PSDS
		3. Katimuan B. Mamay	PSDIC
		4. Omaira P. Ampatua	School Head
		5. Emma D. Dilabayan	School Head
		6. Alexander Doria	School Head
		7. Christine A. Cabuenas	School Head
		8. Celmar P. Magpili	School Head
		9. Marilyn S. Sienes	School Head
		10. Sabino D. Caberte	School Head
14	Pantao Ragat	1. Norhattah C. Daud	PSDS
		2. Sittie Hanimah B. Mamasao	School Head
		3. Rakima S. Ampuan	School Head
		4. Esnairah S. Mascara	School Head
		5. Jalila D. Dida-agun	School Head
		6. Norhata M. Sanggacala	School Head
		7. Norphia M. Ombawa	School Head
15	Pantar	1. Jamila M. Arumpac	PSDS
		2. Noronisa D. Mauna	School Head
		3. Anisah C. Palagawad	School Head
		4. Jariah A. Paca	School Head
		5. Nasrollah B. Sultan	School Head
		6. Noraida P. Dida-agun	School Head
		7. Norminda M. Limpao	School Head
		8. Janisah M. Mayo	School Head
16	Poona Piagapo	1. Fatima P. Asum	PSDS
		2. Saimah P. Samporna	School Head
		3. Nor-amily A. Mamarinta	School Head
		4. Noraisa M. Mamarinta	School Head
		5. Rakhiva A. Manaul	School Head
17	Salvador	1. Robin L. Tabar	Division Supervisor
		2. Ricardo S. Abalo	PSDS
		3. Ma. Teresa T. Cantos	School Head
		4. Amihan D. Mangontawar	School Head
		5. Cecelia A. Abalo	School Head
		6. Belen E. Generalao	School Head
		7. Charlyn A. Aying	School Head
18	Sultan Naga Dimaporo	1. Dennis B. Dozano	Division Supervisor
		2. Rona R. Nacua	PSDIC
		3. Jhuhanna A. Maruhom-Pola	School Head
		4. Sittie Shajara A. Balindong	School Head
		5. Somair M. Odin	School Head
		6. Eugene A. Talo	School Head
		7. Rizza V. Bandiala	School Head
		8. Rosario G. Ramo	School Head

		9. Amin C. Marabong	School Head
		10. Norwaifa C. Bansil	School Head
		11. Anisa A. Maruhom	School Head
19	Tagoloan	1. Nor-Amillee A. Sanggacala	PSDS
		2. Norjanah D. Untong	School Head
		3. Saleh M. Makiin	School Head
		4. Sahanidah A. Makiin	School Head
		5. Norlainie M. Yahya	School Head
		6. Norma P. Mamao	School Head
		7. Nor-Ainie M. Yahya	School Head
20	Tangcal	1. Mamilawan S. Cali	PSDS
		2. Maisara D. Tomarompong	School Head
		3. Imelda N. Sundad	School Head
		4. Jamila M. Dato	School Head
		5. Fatimah P. Macatoon	School Head
		6. Mufidah M. Mangandingan	School Head
		7. Sonaya M. Usman	School Head
21	Tubod	1. Lorraine O. Edrea	Division Supervisor
		2. Mary Arlene C. Carbonera	PSDS
		3. Ellen O. De Guzman	School Head
		4. Imelda C. Gerali	School Head
		5. Helen C. Torres	School Head
		6. Hedeliza M. Velez	School Head
		7. Ann O. Gerance	School Head
		8. Beverly D. Villa	School Head
		9. Eleanor E. Capule	School Head
		10. Jennifer R. Intong	SEPS

2. The sub-committees are tasked to perform the following functions subject to the review and validation of the HRMPSB:
  - a. Evaluate **Education, Training** (in hours), **Experience** (in years) and **Performance** of applicants using the appropriate rubrics.
  - b. Assess, deliberate, and rate applicants' competencies on a) **Classroom Observable Indicators** (COIs) through demonstration teaching; b) **Non-Classroom Observable Indicators** (NCOIs) based on teacher's demonstration and/or understanding of the indicators through portfolio annotations; and **Behavioral Events Interview** (BEI) following the rubrics and protocols provided in DO 24, s. 2025.
3. Since the deadline of PAL submission to the Regional Office is very close, the Sub-committees are **directed to consider their tasks as assessors a top priority** until the Comparative Assessment Result for Expanded Reclassification (CAReER) is submitted to the Division Office.
4. Sub-committees have the discretion to choose 3-5 Administrative Officers II in their district to work as members of the Secretariat.
5. Travelling expenses of Sub-committee members and Secretariat in the activity may be charged to local funds subject to the usual accounting and auditing rules and regulations.
6. This Memorandum shall serve as Authority to Travel of the Sub-committee members while the members of the Secretariat should secure travel authority/locator slip from their immediate head.

7. Queries relative to this matter can be relayed to Jayvy C. Vegafria, Assistant Schools Division Superintendent at 09364739395.
8. Immediate and wide dissemination of this Memorandum is desired.

**EDWIN R. MARIBOJOC, CESO V**  
Schools Division Superintendent

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

POLICY

RECLASSIFICATION

SUB-COMMITTEE

TEACHERS

JCV/DM – Designation of Personnel Constituting the Sub-Committees for Reclassification of Teaching Positions and  
Ranking of Applicants for Higher Teaching Positions  
September 22, 2025



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