



Republic of the Philippines
Department of Education
Region X
Schools Division of Lanao del Norte



October 15, 2025

DIVISION MEMORANDUM
No. 613, s. 2025

**SCHEDULE OF DOCUMENT EVALUATION, ASSESSMENT AND
INTERVIEW OF SCHOOL PRINCIPAL II, III AND IV RECLASSIFICATIONS**

To: Assistant Schools Division Superintendent
HRMPSB Members
HRMPSB Secretariat
All Others Concerned

1. In reference to Division Memorandum No. 541, s. 2025, this Office announces the schedule of documents evaluation assessment and interview of applicants for School Principal II, III and IV Reclassifications, scheduled on October 16, 2025 at 1:30 PM – 5:00 PM, October 17, 2025 at 8:30 AM – 12:00 NN *at Division Office*
2. Individual schedules will be communicated to applicants by the HRMPSB secretariat through both mobile calls and Short Messaging Service (SMS). Applicants are advised to bring all original documents during their scheduled appointment for validation.
3. It is emphasized that the HRMPSB shall only be evaluating documents submitted before the deadline. New documents brought during the evaluation schedule will no longer be considered.
4. Applicants are reminded that *punctuality* is crucial, and those who failed to arrive on time will not be accommodated.
5. For any inquiries pertaining to this matter, kindly direct them to the Personnel Section at 09550315153.
6. This Office directs the immediate and wide dissemination of this Memorandum.


EDWIN R. MARIBOJOC, CESO V
Schools Division Superintendent



Address: Pigcarangan, Tubod, Lanao del Norte
Telephone No.: [063] 341-51-09
Email Address: Lanao.norte@deped.gov.ph
Website: <https://depedldn.com>