



Republic of the Philippines
Department of Education
 REGION X
 SCHOOLS DIVISION OF LANAOS DEL NORTE



March 3, 2026

DIVISION MEMORANDUM

No. 146, s.2026

**SUBMISSION OF REQUIREMENTS FOR SCHOOL PRINCIPAL
 APPOINTMENT FOR RECLASSIFICATION**

To: School Principal (Secondary)
 Administrative Officers II
 This Division

1. The following School Principal whose names are in the attached enclosure are hereby directed to submit the following documents to their respective Administrative Officer II on or before March 6, 2026.
2. The Administrative Officers concerned shall submit the same to the Human Resource Management Office through the Records Section on or before March 10, 2026.

Required Documents	Plain long green folder for 201 file	Plain long brown folder for CSC copy
Duly filled out Personal Data Sheet (Form 212 revised 2025) Work Experience Sheet (Attachment to CS Form 212) <i>Leave the date of the bottom of each page blank</i>	✓	✓
Authenticated Transcript of Record	✓	✓
Photocopy of PRC ID	✓	✓
Authenticated Performance Rating for the last 2 rating periods	✓	
Photocopy of Latest Appointment		✓

Note: Use binder clip instead of paper fastener.

3. Immediate dissemination of this memorandum is directed.

EDWIN R. MARIBOJOC, CESO V
 Schools Division Superintendent



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No	Names	Reclassified	
		From	To
1	Sinal, Anisah Anggulo	School Principal III	School Principal IV
2	Alba, Richelle Cabangahan	School Principal II	School Principal IV
3	Torres, Helen Crisologo	School Principal II	School Principal IV
4	Villarosa, Rodulfo Caban	School Principal II	School Principal IV
5	Bani, Camalia Anggulo	School Principal II	School Principal IV
6	Abdul, Indira Plawan	School Principal I	School Principal III