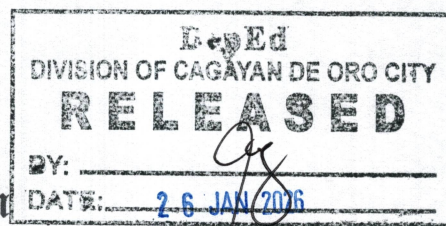




Republic of the Philippines
Department of Education
 REGION X
 DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

26 Jan 2026

DIVISION MEMORANDUM

No. 68 s.2026

SUBMISSION OF DOCUMENTARY REQUIREMENTS TO SUPPORT THE
 APPOINTMENT FOR THE APPROVED RECLASSIFICATION OF ELEMENTARY
 SCHOOL TEACHING POSITION – BATCH 4 PURSUANT TO EXPANDED CAREER
 PROGRESSION SYSTEM

TO: Assistant Schools Division Superintendent
 All Administrative Officer II
 All Concerned
 This Division

1. Please be informed that the Department of Budget and Management (DBM) has approved the implementation of the reclassification of the following partial teachers in Elementary School Teaching Position pursuant to Expanded Career Progression System to wit:

	NAME	SCHOOL	FROM	TO
1	VALLES, JENIEBE ALINGIG	AGUSAN ELEMENTARY SCHOOL	TCH1	TCH3
2	NAMOCOT, HANNAH DANE CAGA-ANAN	BALUBAL ELEMENTARY SCHOOL	TCH1	TCH4
3	BENOLIRAO, VENUS PAPNA	BALUBAL ELEMENTARY SCHOOL	TCH1	TCH3
4	DECIERDO, SHELLA MAE TADLE	BALUBAL ELEMENTARY SCHOOL	TCH1	TCH3
5	PANGAIBAT, ZORAIDA MONTILA	BALULANG ELEMENTARY SCHOOL	TCH1	TCH3
6	CANOY, JONA PEROCHO	BALULANG ELEMENTARY SCHOOL	TCH1	TCH3
7	ALIPARA, MARY GRACE BASCONES	BALULANG ELEMENTARY SCHOOL	TCH1	TCH3
8	QUIDET, MARITEL ORNOPIA	BAYABAS ELEMENTARY SCHOOL	TCH1	TCH3
9	UBARCO, GINA TABIAN	BAYABAS ELEMENTARY SCHOOL	TCH3	TCH6
10	AKUT, MERLITA NAGAC	BAYANGA ELEMENTARY SCHOOL	TCH1	TCH3
11	ESTOQUE, CIELITO GALORIO	BAYANGA NATIONAL HIGH SCHOOL	HTEACH2	TCH7
12	CAPINPUYAN, ERNESTO GALES JR.	BESIGAN ELEMENTARY SCHOOL	TCH3	TCH6
13	MANDING, FLOUYLE DAMASING	BONBON ELEMENTARY SCHOOL	TCH1	TCH3
14	ROLDAN, RODOLFO JR CABARABAN	BUGO CENTRAL SCHOOL	TCH1	TCH3
15	ABAA, NELLY QUITORIANO	BUGO CENTRAL SCHOOL	TCH1	TCH4
16	CABATINO, ARLYN LEA LUISITA MAGALLON	BUGO CENTRAL SCHOOL	TCH1	TCH4
17	MATALINES, MARIA DARLENE PANGANIBAN	BUGO CENTRAL SCHOOL	TCH3	TCH6
18	CASTIL, ROUSELLE GALES	BUGO CENTRAL SCHOOL	TCH3	TCH6
19	GAMUTIN, LESLEY GEROY	BUGO CENTRAL SCHOOL	TCH3	TCH6
20	PANSACALA, ALMAYLEN HINAYON	BULAO ELEMENTARY SCHOOL	TCH1	TCH2
21	DIONALDO, DEVEN PHOEBE JANE MARUCUT	BULAO ELEMENTARY SCHOOL	TCH1	TCH4
22	MACALOS, GARRY PANERIO	BULUA CENTRAL SCHOOL	TCH1	TCH3
23	GANDAMRA, MOHAIMAH EPIE	BULUA CENTRAL SCHOOL	TCH1	TCH4
24	CANDA, MYRA VENTURA	BULUA CENTRAL SCHOOL	TCH3	TCH5
25	MANAGANTAN, LOVELLA RACINES	BULUA CENTRAL SCHOOL	TCH3	TCH6
26	ADOLFO, ADELIA LAURONAL	BULUA CENTRAL SCHOOL	TCH3	TCH6
27	ISABELA, ROMUALDO LUIB	BULUA CENTRAL SCHOOL	TCH3	TCH6
28	COMCOM, EMILY DELLIGOS	BULUA CENTRAL SCHOOL	TCH3	TCH6
29	LAGNO, CHERRYLL ANGELI BAYATAN	BULUA CENTRAL SCHOOL	TCH3	TCH6
30	VILLAPAZ, RISA MAGLUNSOD	CAMAMAN-AN ELEMENTARY SCHOOL	TCH1	TCH4

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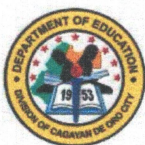




Republic of the Philippines
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31	CEREMONES, MARILOU DACUP	CAMAMAN-AN ELEMENTARY SCHOOL	TCH3	TCH6
32	OLARTE, RUBIELLEN SURALTA	CAMAMAN-AN ELEMENTARY SCHOOL	TCH3	TCH6
33	INOCANDO, APRILLEN MAE SEVILLA	CAMP EVANGELISTA ELEMENTARY SCHOOL	TCH1	TCH4
34	PEROHAN, MARIANITA TANGKIHAY	CAMP EVANGELISTA ELEMENTARY SCHOOL	TCH3	TCH5
35	BEJA, VIRGINIA CINCHEZ	CAMP EVANGELISTA ELEMENTARY SCHOOL	TCH3	TCH5
36	BACOLOD, LIZL LISBO	CAMP EVANGELISTA ELEMENTARY SCHOOL	TCH3	TCH6
37	GARUTCHO, GIRLIE QUIÑONES	CITY CENTRAL SCHOOL	TCH1	TCH3
38	REBANO, ANALYN EBALLE	CITY CENTRAL SCHOOL	TCH1	TCH4
39	DAGSA-AN, DONNAFLOR GODEN	CITY CENTRAL SCHOOL	TCH1	TCH4
40	PALAC, MARGIE PAJO	CITY CENTRAL SCHOOL	TCH3	TCH6
41	TOBIAS, FATIMA CONSTANCIA GABE	CITY CENTRAL SCHOOL	TCH3	TCH6
42	SALDUA, ROSARIO DEL ROSARIO	CITY CENTRAL SCHOOL	TCH3	TCH6
43	CALUBAG, MYLENE VENICE LILANGAN	CITY CENTRAL SCHOOL	TCH3	TCH6
44	DY, ERLANI BALABA	CITY CENTRAL SCHOOL	TCH3	TCH6
45	BALUYOT, MA RUBY SUMATRA	CITY CENTRAL SCHOOL	TCH3	TCH6
46	CAMELOTES, GLENN LALANTACON	CITY CENTRAL SCHOOL	TCH3	TCH6
47	PANANDIGAN, SITIE HAIMA ROMANGGAR	CITY CENTRAL SCHOOL	TCH3	TCH6
48	ONTONG, SHERYLL MACALOLOT	CITY CENTRAL SCHOOL	TCH3	TCH6
49	MANDO, SHARMAINE MAE ESTOQUE	CITY ENGINEERS ELEMENTARY SCHOOL	TCH1	TCH3
50	MARCOS, JOSE PATRIANA	CITY ENGINEERS ELEMENTARY SCHOOL	TCH3	TCH4
51	SABELLINA, MARILOU IBAHAY	CITY ENGINEERS ELEMENTARY SCHOOL	TCH1	TCH4
52	SUMAYLO, KRESHIA MARIZ CAGBABANUA	CITY ENGINEERS ELEMENTARY SCHOOL	TCH1	TCH4
53	MATA, GINA HAGONAO	DANSOLIHON ELEMENTARY SCHOOL	TCH1	TCH3
54	PARI-AN, JOSEPHINE CHUA	DANSOLIHON ELEMENTARY SCHOOL	TCH1	TCH3
55	GAMUTAN, CAROLYN DIEZ	DANSOLIHON ELEMENTARY SCHOOL	TCH3	TCH6
56	DAGA-AS, JOSEPH ANTIOLA	EAST CITY CENTRAL SCHOOL	TCH1	TCH3
57	ADVINCULA, AGAPE RAFAL	EAST CITY CENTRAL SCHOOL	TCH1	TCH3
58	VILLANUEVA, MELANI LIWAGON	EAST CITY CENTRAL SCHOOL	TCH1	TCH3
59	NGOHO, MARJORIE GICAN	FILIPINO-CHINESE FRIENDSHIP ELEMENTARY SCHOOL	TCH1	TCH4
60	FABELA, PRISCILLA AKUT	FR. WILLIAM F. MASTERSON, SJ., ELEMENTARY SCHOOL	TCH1	TCH3
61	PINO, LILIBETH VICENTE	GUSA ELEMENTARY SCHOOL	TCH1	TCH3
62	MORDENO, RESA ABUHON	GUSA ELEMENTARY SCHOOL	TCH1	TCH3
63	LABARITE, JONNA ROSE LAGRIA	GUSA ELEMENTARY SCHOOL	TCH1	TCH3
64	DECANO, ANA RUBIA RANILE	GUSA ELEMENTARY SCHOOL	TCH1	TCH3
65	OMAR, NORHIDAYAH MACALALO	GUSA ELEMENTARY SCHOOL	TCH1	TCH3
66	NAVARRO, RONETTE MAGLANGIT	GUSA ELEMENTARY SCHOOL	TCH1	TCH3
67	NAVE, ROXANNE BANGCAS	GUSA ELEMENTARY SCHOOL	TCH1	TCH4
68	LANGOMES, NOREEN VIÑA	GUSA ELEMENTARY SCHOOL	TCH3	TCH6
69	PAMITALAN, LORENA PANANGANAN	INDAHAG ELEMENTARY SCHOOL	TCH1	TCH4
70	DE LARA, MA BELLA BURAY	IPONAN ELEMENTARY SCHOOL	TCH3	TCH6
71	GOLOSO, SAMELINE SOTTO	KAMAKAWAN ELEMENTARY SCHOOL	TCH1	TCH3
72	AGAWIN, ROCHFEL GAVIA	KAUSWAGAN CENTRAL SCHOOL	TCH1	TCH3
73	CASIANO, ANNA MARIE FABRE	KAUSWAGAN CENTRAL SCHOOL	TCH3	TCH6
74	RADAZA, BRIELCHETTE GUIRITAN	LINANGOAN ELEMENTARY SCHOOL	TCH1	TCH3
75	MAPANO, GLENNON MAPUTI	LUMBIA CENTRAL SCHOOL	TCH1	TCH2
76	CONEJAR, JEAN SARATE	LUMBIA CENTRAL SCHOOL	TCH1	TCH3
77	MAHILUM, JUDITH MAGHINAY	LUMBIA CENTRAL SCHOOL	TCH1	TCH3
78	MONROYO, JUNILDA MAGHINAY	LUMBIA CENTRAL SCHOOL	TCH1	TCH3
79	CAYTUNA, CATHERINE APAL	LUMBIA CENTRAL SCHOOL	TCH1	TCH4
80	IDULSA, HASEL GLENN TUDAYAN	LUMBIA CENTRAL SCHOOL	TCH1	TCH4
81	LINAAC, GRETCHEN DABLIO	LUMBIA CENTRAL SCHOOL	TCH3	TCH6
82	LUCMAN, SOWAIRA DATU-DACULA	MACABALAN ELEMENTARY SCHOOL	TCH3	TCH6
83	PALASOL, SHAJERAH AGUSTIN	MACANHAN ELEMENTARY SCHOOL	TCH1	TCH4
84	LODONIA, KENT TABOCLAON	MACANHAN ELEMENTARY SCHOOL	TCH3	TCH6
85	CANOY, JEANIFLOR ARNUCO	MACASANDIG ELEMENTARY SCHOOL	TCH1	TCH4
86	BOLANIO, MARIA LOURDES AMPO	MACASANDIG ELEMENTARY SCHOOL	TCH3	TCH6
87	VEGA, REINAR ADARO	NORTH CITY CENTRAL SCHOOL	TCH1	TCH4
88	LADESMAN, HONEY MAE MAGSALAY	NORTH CITY CENTRAL SCHOOL	TCH1	TCH4
89	DIVA, EVELYN DECATORIA	PAGATPAT ELEMENTARY SCHOOL	TCH1	TCH3
90	DIAZ, MARY MARGOTT GRACE CACAYAN	PAGATPAT ELEMENTARY SCHOOL	TCH1	TCH3
91	DINGSON, MARIA SHIELA SEROJE	PAGATPAT ELEMENTARY SCHOOL	TCH1	TCH4
92	LLAMOS, MA. LOURDES PLAZOS	PALALAN INTEGRATED SCHOOL	TCH3	TCH6
93	CANADA, MARIVIC LOPLOP	PEDRO "OLOY" N. ROA, SR. ELEMENTARY SCHOOL	TCH1	TCH3
94	TABOCLAON, JOANNA GRACE OMAVAN	PEDRO "OLOY" N. ROA, SR. ELEMENTARY SCHOOL	TCH1	TCH4
95	VALLENTE, ODELLA DELA CRUZ	PEDRO "OLOY" N. ROA, SR. ELEMENTARY SCHOOL	TCH1	TCH4
96	MAGNAONG, GLEENNA MAE CLAIRE BACABIS	PEDRO "OLOY" N. ROA, SR. ELEMENTARY SCHOOL	TCH1	TCH4



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97	BALABAG, KINNY MENDOZA	PEDRO "OLOY" N. ROA, SR. ELEMENTARY SCHOOL	TCH3	TCH6
98	RABANES, PAZ CENABRE	PUERTO ELEMENTARY SCHOOL	TCH1	TCH3
99	SULA, DAINTY DAMSEL PASAL	PUERTO ELEMENTARY SCHOOL	TCH1	TCH3
100	SAW-IG, JESSA ANGELA MICUTUAN	PUERTO ELEMENTARY SCHOOL	TCH1	TCH3
101	RANTE, LOUIE JAMES LUMACANG	PUERTO ELEMENTARY SCHOOL	TCH1	TCH3
102	MACAPELIT, JUDY ANN BARRERA	SACRED HEART VILLAGE ELEMENTARY SCHOOL	TCH1	TCH3
103	AGBON, SHEENAFE UBA	SACRED HEART VILLAGE ELEMENTARY SCHOOL	TCH1	TCH3
104	MAYOR, ANNADEN NAVALES	SACRED HEART VILLAGE ELEMENTARY SCHOOL	TCH3	TCH4
105	CABELTES, CHARISH CODRIGA	SACRED HEART VILLAGE ES - PHILIPPINE ISLAND KIDS INC.	TCH1	TCH3
106	MONERA, EMELYN NOQUERA	SACRED HEART VILLAGE ES - PHILIPPINE ISLAND KIDS INC.	TCH1	TCH3
107	SALEM, REX RUSSEL IDUL	SACRED HEART VILLAGE ES - PHILIPPINE ISLAND KIDS INC.	TCH1	TCH3
108	CANSANCIO, DARLENE SUE VALENCIA	SOUTH CITY CENTRAL SCHOOL	TCH1	TCH3
109	PONGO, MARY JANE SORIA	SOUTH CITY CENTRAL SCHOOL	TCH1	TCH3
110	LADARAN, IVY BACAL	SOUTH CITY CENTRAL SCHOOL	TCH1	TCH4
111	PAJARO, NANCY ENOT	SOUTH CITY CENTRAL SCHOOL	TCH3	TCH5
112	EDUSMA, JESON ADAME	SOUTH CITY CENTRAL SCHOOL	TCH3	TCH6
113	SORIANO, LOVE JOY DAMSON	SUNTINGON ELEMENTARY SCHOOL	TCH1	TCH3
114	POPERA, JESSCENA MARIE OLAIVAR	SUNTINGON ELEMENTARY SCHOOL - ANNEX	TCH1	TCH4
115	DAG-UMAN, JUN RAY WAYAN	TABLON ELEMENTARY SCHOOL	TCH1	TCH4
116	OLARTE, ISAGANI JR DALING	TAGPANGI ELEMENTARY SCHOOL	HTEACH3	TCH7
117	LADRERA, ANNALOU ENONG	TAGUANA O ELEMENTARY SCHOOL	TCH3	TCH6
118	MAGPULONG, ANGEL MAE CATIAN	TIGNAPOLOAN ELEMENTARY SCHOOL	TCH3	TCH6
119	BALBUENA, FE BERNAT	UPPER CARMEN ELEMENTARY SCHOOL	TCH1	TCH4
120	PLIEGO, MARITES LLOBIA	WEST CITY CENTRAL SCHOOL	TCH1	TCH4
121	MATURAN, AMY LIMBACO	WEST CITY CENTRAL SCHOOL	TCH1	TCH4
122	VIERNES, DENNIS RAMOS	WEST CITY CENTRAL SCHOOL	TCH3	TCH6

2. Administrative Officer II are directed to get the NOA of their assigned school on January 27, 2026 at the Personnel Section.
3. The above-mentioned Teachers are directed to get their Notice of Appointment at their School Administrative Officer II on January 29-30, 2026 at 8:00 am onwards. Please note that no disruption of classes may occur.
4. Submit and comply with the following required documents (**in long bondpaper**) for the processing of their appointment on or before **February 6, 2026**, to wit:
 - a. Fully accomplished CS Form 212 (Personal Data Sheet) (**revised 2025**) handwritten or computerized with **LATEST Passport size ID pictures with name and signature – 3 original copies (back to back)**
 - b. Work Experience Sheet - (**3 original copies**)
 - c. Panunumpa sa Katungkulan (SS Porma Blg. 32 Narebisa 2025) – **3 original copies**
 - d. Assumption to Duty (CS Form No. 4 Revised 2025) - **3 original copies**
 - e. Position Description Form (CSC Form No. 4 Revised 2017) - **3 original copies**
 - f. PRC/PBET - **3 photocopies**
 - g. Valid Professional License (Issued by PRC) - **3 photocopies**
 - h. Transcript of Record - **2 photocopies**



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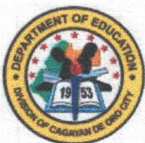
Office of the Schools Division Superintendent

- g. Valid Professional License (Issued by PRC) - **3 photocopies**
 - h. Transcript of Record - **2 photocopies**
 - i. LATEST IPCRF (SY 2024-2025) - **1 photocopy**
 - j. Last Approved Appointment - **1 photocopy**
5. Kindly arrange the documents accordingly and have it check to your Assigned Administrative Officer II, such documents are to be certified by the AO II of the completeness and proper arrangement before you submit to the Personnel Section.
6. To access the downloadable forms kindly visit the link provided:
- tiny.cc/FormsCDO**
7. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
8. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

DM070-OSDS-PS-AVC / DIVISION MEMORANDUM RECLASS
January 26, 2026



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