



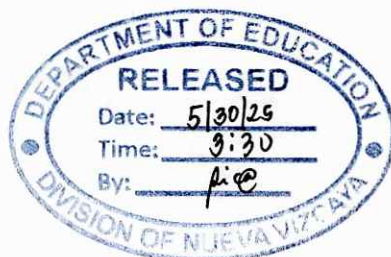
Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

OFFICE MEMORANDUM
No. **235**, s. 2025

**TECHNICAL ASSISTANCE IN THE PREPARATION OF APPOINTMENTS FOR
TEACHERS AND MASTER TEACHERS WITH RECLASSIFIED AND CONVERTED
ITEMS**

To: Assistant Schools Division Superintendent
Chief Education Program Supervisor, SGOD
Chief Education Program Supervisor, CID
Education Program Supervisors
Public Schools District Supervisors/District-In-Charge
Elementary and Secondary School Heads
All Others Concerned

1. Relevant to the herein attached **List of Teachers and Master Teachers with reclassified and converted items (Attachment 1)**, this office will be conducting a technical assistance for all concerned teachers in the preparation of appointment papers on June 4, 2025 at 8:30 AM at the DepEd Conference Hall.
2. To facilitate the preparation and submission of appointment papers, participants are advised to bring the following documents in three (3) copies during the activity:
 - a. Form 212 (Personal Data Sheet, Revised 2017) with Work Experience Sheet
 - b. Three (3) Authenticated Xerox Copy of Updated PRC License
 - c. Oath of Office (Revised 2018)
 - d. Form 1 (Position Description Form with Duties and Responsibilities)
 - e. Form 211 (Medical Certificate, Revised 2018) including Medical Laboratory Test Results
 - f. Psycho-Neuro Examination (1 Original and 2 photocopies)
 - g. Latest Approved Appointment (3 photocopies)
 - h. Updated Service Record (1 Original and 2 photocopies)
 - i. Signed Latest Copy of Performance Rating
 - j. PSA birth certificate and Marriage contract if married
3. For information, guidance and wide dissemination.



ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent

05-2025-265



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Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA

Attachment 1

LIST OF TEACHERS/ MASTER TEACHERS WITH RECLASSIFIED AND CONVERTED ITEMS

SCHOOL	POSITION		NAME
	FROM	TO	
ARITAO NHS	TEACHER I - 11	TEACHER III - 13	RAMIREZ, ZYRA MERL FRAGATA
BAGABAG NHS	TEACHER I - 11	TEACHER III - 13	LIDAY, DANILO MARIANO
BAGABAG NHS	TEACHER I - 11	TEACHER III - 13	ILDEFONSO, VIVERLY KATE ANTONIO
BAGABAG NHS	TEACHER I - 11	TEACHER III - 13	YACAPIN, DARREL CASTILLO
BAGABAG NHS	TEACHER I - 11	TEACHER III - 13	SUMABAT, RUBENSON JASMIN
BAMBANG NATIONAL HIGH SCHOOL	TEACHER III - 13	MASTER TEACHER I - 18	GENOVE, RONALD SR. PAGALILAUAN
BASCARAN NHS	TEACHER I - 11	TEACHER III - 13	GUILAO, NOVIELYN DELOS SANTOS
BELANCE HS	TEACHER I - 11	TEACHER III - 13	BASNGI, NELLIE ALCOS
BELANCE HS	TEACHER I - 11	TEACHER III - 13	OCAMPO, MARICRIS ABIVA
BINALIAN IS	TEACHER I - 11	TEACHER III - 13	PANTALEON, SARIA LUMIGAT
BINALIAN IS	TEACHER I - 11	TEACHER III - 13	DAMITAN, LORNA LAMSIS
BINTAWAN NATIONAL HIGH SCHOOL	TEACHER III - 13	MASTER TEACHER I - 18	DEL ROSARIO, JANICE ALVAREZ
BONFAL NHS	TEACHER III - 13	MASTER TEACHER I - 18	SANTOS, DOLORES ANDAYA
BONFAL NHS	MASTER TEACHER I - 18	MASTER TEACHER II - 19	FERRER, ANA JANE ACOSTA
BONFAL NHS	TEACHER I - 11	TEACHER III - 13	AROGANTE, REYNANTE BUGTONG
BUGKALOT NHS	TEACHER I - 11	TEACHER III - 13	MARZAN, FATIMA PARAN

SCHOOL	POSITION		NAME
	FROM	TO	
DIADI NHS	TEACHER II - 12	TEACHER III - 13	VELASCO, MARITESS GADDOL
EASTERN NUEVA VIZCAYA NHS	TEACHER I - 11	TEACHER III - 13	ANANAYO, FLORENCIO AMANGON
EASTERN NUEVA VIZCAYA NHS	TEACHER I - 11	TEACHER III - 13	OSTING, MARISSA GABINO
ELEMENTARY	TEACHER III - 13	MASTER TEACHER I - 18	LEAL, HENRIETTA DOMINGO
ELEMENTARY	TEACHER III - 13	SPECIAL EDUCATION TEACHER I - 14	PULMANO, GERALDINE QUIANIO
ELEMENTARY	SPECIAL EDUCATION TEACHER I - 14	SPECIAL EDUCATION TEACHER III - 16	SANDAGA, MARISSA TACADENA
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	CONCORDIA, CHRISTINE VALENZUELA
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	ESTIMADA, ALVIN KENNETH AGGALUT
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BALLOGAN, JENNYBETH PANAS
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BAMBICO, JOSIE BAGUILAT
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BINLINGAN, ROSEMARIE GULLUNAN
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BELIS, JANICE ALINDAYO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	MANGAOIL, MICHELLE PABLO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	RAZALAN, CHARMAINE DARLEEN RAMIREZ
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	CALIBUSO, MIKE JORDAN ITLIONG
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	RINGOR, GLADYS BARTOLOME
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	ARTIENDA, MARK STEVE RESITES
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	PUGUAN, DELIA TINDAAN
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	ADORIO, ROSE ANN ESTILLORE
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BASKIAL, RANCY ALPIO

SCHOOL	POSITION		NAME
	FROM	TO	
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	TAYABAN, JONIBETH CALINGAYAN
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BALUALUA, ROMERLYN CAMILO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BULLI-IG, GEOHOVALIZA TUMAPANG
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BAUTISTA, JONATAN SANSANO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	ROSARIO, AIREEN DOCTOLERO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	BALAJO, MARIVEL MARTIN
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	ALBIN, KRIS CARIMPAL
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	TIMOGAN, KAREN VIERNES
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	PANIT, ROXANE COMORO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	OLINARES, GLENDA DE DIOS
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	AQUINO, RACHEL JOY CABULLOS
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	PASIGIAN, HONEY LEE JOY FERNANDEZ
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	GUILLERMO, ROXANE BACANI
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	DIPAS, FE MARIE ARENOS
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	PATUBO, ARNEL BULLANDAY
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	CEPRIANO, MYLENE ANTONIO
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	PIOG, LORENY MOISES
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	DIGUINAT, GLENDA ALUDOS
ELEMENTARY	TEACHER I - 11	TEACHER III - 13	MANGILI, OLIVIA ALBANO
ELEMENTARY	TEACHER II - 12	TEACHER III - 13	BACSA, MARISSA CARABBACAN
ELEMENTARY	TEACHER II - 12	TEACHER III - 13	RIVERA, ARK JESUSA MALINGAN
ELEMENTARY	TEACHER II - 12	TEACHER III - 13	DIVINA, TAGUMPAY RAMOS
ELEMENTARY	TEACHER II - 12	TEACHER III - 13	MANG-OSAN, ABERLY BASKIAL
KAPAYA HS	TEACHER I - 11	TEACHER III - 13	OIDE, GLORIA PARIS

SCHOOL	POSITION		NAME
	FROM	TO	
PANIKI NHS	TEACHER I - 11	TEACHER III - 13	ESTIMADA, JAERENE KRISTINE AGGALUT
PINAYAG NHS	TEACHER I - 11	TEACHER III - 13	PILDE, MICHAEL NGINSAYAN
QUEZON NHS	TEACHER I - 11	TEACHER III - 13	MANZANO, IAN MACADANGDANG
QUEZON NHS	TEACHER I - 11	TEACHER III - 13	LUGAPO, LYRABELLE BACKID
QUEZON NHS	TEACHER I - 11	TEACHER III - 13	AGSUNOD, CHRISTOPHER NOVILLOS
QUEZON NHS	TEACHER I - 11	TEACHER III - 13	VICENTE, SHELLA MAY ALTIZO
QUEZON NHS	TEACHER I - 11	TEACHER III - 13	PEREZ, JOSEPH VEN PENASO
RUNRUNO NHS	TEACHER I - 11	TEACHER III - 13	BIAGAN, SHIELLA LOLITA BANIHI
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	DENCIO, JULITA PEDRO
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	PAPLIN, JANICE GULAYON
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	BINAY-AN, JULIE GANO
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	GALI, LEIRE VELASCO
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	BATALLONES, LARIZA DAULAYAN
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	AGUILAR, SONNY JR. LUSTRE
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	SIADOR, KRISTINE RIA BEADOY
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	GUTIERREZ, YVEE PASCUA
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	SALAZAR, MARC JAMES CALAPIT
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	GUME, OWEN JAMES ILARDE
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	DUMELOD, ALEXIS LELINA
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	FONBUENA, CELSO BACUY
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	PATRICIO, JAN RUDOLPH AGCAOILI
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	BULLANDAY, CHARITO DICLIHON
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	WANCE, IDEE BAYONGASAN
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	IGLESIA, AILEEN BUBUD
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	NIETO, FAYE ANN VALDEZ

SCHOOL	POSITION		NAME
	FROM	TO	
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	DUMLAO, BEMELL ARANDA
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	SMITH, GLORY MADAWAT
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	DAGAN, CETHELOU GANO
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	FLORES, NAIVE ROSE OLANI
SENIOR HIGH SCHOOL	TEACHER II - 12	TEACHER III - 13	ARANDA, RACHELLE ANN BULLECER
SOLANO HS	TEACHER I - 11	TEACHER III - 13	DAO-DAO, MARIE CLAIRE TALEON
TUAO HS	TEACHER I - 11	TEACHER III - 13	BINAY-AN, DEBBIE MENIS