



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

August 23, 2023

DIVISION MEMORANDUM
NO. 170, s. 2023

**SUBMISSION OF PERTINENT PAPERS FOR APPOINTMENT
FOR RECLASSIFICATION OF ITEMS (2023, BATCH 11)**

To: Public Schools District Supervisors
Elementary and Secondary School Heads
Concerned Teachers

1. This is to inform all concerned of the approval for the upgrading of positions of the teachers/personnel listed herein per Notice of Organization, Staffing and Compensation Action (NOSCA) NO. 0502023-08-020 dated August 11, 2023.
2. The requirements for appointment are indicated after the list.
3. The forms and guides for Appointment are available for download from this link: <https://tinyurl.com/3zen5mbw> , or scan this QR Code:



4. All concerned are requested to submit their Pertinent Papers for Appointment on or before **September 29, 2023**, for checking at the SDO Personnel Section.

NOSCA NO. 0502023-08-020 dated August 11, 2023

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
1	ABUCAY NHS	ALVARADO, ALMAR MARBELLA	Head Teacher I	OSEC-DECSB- HTEACH1- 390024-2023
2	ABUCAY NHS	ASTILLERO, WHENY CANON	Master Teacher I	OSEC-DECSB- MTCHR1-390072- 2023
3	ABUCAY NHS	MIRA, JAY-R MALATE	Teacher III	OSEC-DECSB- TCH3-393030- 2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
4	BACOLOD NHS	RETOMA, JULIE VENUS	Teacher III	OSEC-DECSB-TCH3-393025-2023
5	BARCELONA NCHS	GREFAL, LINY BENZON	School Principal III	OSEC-DECSB-SP3-390007-2023
6	BEGUIN HS	BARTOLAY, LIZA QUINTANAR	Teacher III	OSEC-DECSB-TCH3-393027-2023
7	BULAN NHS	CATARUNGAN, IVY COMEDIA	Teacher III	OSEC-DECSB-TCH3-393035-2023
8	CALAO NHS	ERMITAÑO, LARRY BORROMEO	Teacher III	OSEC-DECSB-TCH3-393029-2023
9	CASIGURAN TVS	CAMPOSANO, JOY HUET	Teacher III	OSEC-DECSB-TCH3-393040-2023
10	DONSOL VHS	MANTES, YSMAEL MALAGUEÑO	Teacher III	OSEC-DECSB-TCH3-393041-2023
11	ELEMENTARY	ARCOS, GORGONIO JR CORRAL	Master Teacher I	OSEC-DECSB-MTCHR1-390074-2023
12	ELEMENTARY	ATOLE, JOEL ERLANO	Teacher III	OSEC-DECSB-TCH3-393057-2023
13	ELEMENTARY	AVENDAÑO, ROEL PERTEZ	Head Teacher I	OSEC-DECSB-HTEACH1-390029-2023
14	ELEMENTARY	AYCARD, ROSELLE LEONCITO	Teacher III	OSEC-DECSB-TCH3-393046-2023
15	ELEMENTARY	BELANDO, NANCY SENOSIN	Head Teacher III	OSEC-DECSB-HTEACH3-390042-2023
16	ELEMENTARY	BIÑAS, ANDREW GARRA	Teacher III	OSEC-DECSB-TCH3-393065-2023
17	ELEMENTARY	CAÑOTAL, ROSELLIE BALBASTRO	Teacher II	OSEC-DECSB-TCH2-391108-2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
18	ELEMENTARY	CEPE, LYKA TAD-O	Teacher III	OSEC-DECSB-TCH3-393063-2023
19	ELEMENTARY	DADO, JERRY CHRIS ROMANO	Head Teacher III	OSEC-DECSB-HTEACH3-390044-2023
20	ELEMENTARY	DAGÑALAN, MARIAN NACE	Teacher III	OSEC-DECSB-TCH3-393058-2023
21	ELEMENTARY	DEL ROSARIO, CHERRY GAPAS	Teacher III	OSEC-DECSB-TCH3-393056-2023
22	ELEMENTARY	DEMORIN, SUNSHINE NANTIZA	Teacher III	OSEC-DECSB-TCH3-393055-2023
23	ELEMENTARY	DINO, RICA HAGAD	Head Teacher I	OSEC-DECSB-HTEACH1-390027-2023
24	ELEMENTARY	EBDANI, AGNES DARIA	Teacher III	OSEC-DECSB-TCH3-393047-2023
25	ELEMENTARY	EPINO, ROCHELLE BALBUENA	Teacher III	OSEC-DECSB-TCH3-393054-2023
26	ELEMENTARY	ESLLER, MARIVIC ESCUETA	Teacher III	OSEC-DECSB-TCH3-393049-2023
27	ELEMENTARY	ESPINOL, LEA FERRERAS	Teacher III	OSEC-DECSB-TCH3-393050-2023
28	ELEMENTARY	ESPINOLA, CATALINA HOMILLANO	Master Teacher I	OSEC-DECSB-MTCHR1-390073-2023
29	ELEMENTARY	ESTADOLA, JENNIFER ESPALDON	Teacher III	OSEC-DECSB-TCH3-393053-2023
30	ELEMENTARY	FRANDO, MELODY OLQUINO	Teacher III	OSEC-DECSB-TCH3-393051-2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
31	ELEMENTARY	FULLAS, CHERYL ESCALANTE	Teacher II	OSEC-DECSB-TCH2-391112-2023
32	ELEMENTARY	GARLAN, APRIL ANGELA GIBA	Teacher III	OSEC-DECSB-TCH3-393048-2023
33	ELEMENTARY	GESTIADA, SHEINA MAY FEDERESO	Teacher III	OSEC-DECSB-TCH3-393061-2023
34	ELEMENTARY	GIPIT, FLORANTE GAUPO	Head Teacher III	OSEC-DECSB-HTEACH3-390043-2023
35	ELEMENTARY	GRACELA, RUEL BALQUIN	Head Teacher I	OSEC-DECSB-HTEACH1-390025-2023
36	ELEMENTARY	GRAJO, VANESSA DEL VALLE	Teacher III	OSEC-DECSB-TCH3-393069-2023
37	ELEMENTARY	GRECIA, ARLENE JEBULAN	Teacher III	OSEC-DECSB-TCH3-393060-2023
38	ELEMENTARY	GREFALDEO, REALIZA BANDAL	Teacher III	OSEC-DECSB-TCH3-393045-2023
39	ELEMENTARY	GRIFAL, GILBERT ALCANTARA	Head Teacher II	OSEC-DECSB-HTEACH2-390011-2023
40	ELEMENTARY	HAGAD, JASON CAMPOSANO	Head Teacher I	OSEC-DECSB-HTEACH1-390028-2023
41	ELEMENTARY	HAVERIA, CHRISTINE JOYCE LUBIANO	Teacher III	OSEC-DECSB-TCH3-393068-2023
42	ELEMENTARY	HIPOS, MA KRISTINA CALVARIO	Teacher III	OSEC-DECSB-TCH3-393052-2023
43	ELEMENTARY	HONRA, MELBA MARMOL	Teacher III	OSEC-DECSB-TCH3-393064-2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
44	ELEMENTARY	LATUGA, ROWENA MARAÑA	Teacher II	OSEC-DECSB-TCH2-391106-2023
45	ELEMENTARY	LEGASPI, MA. SARAH DELOS SANTOS	Teacher II	OSEC-DECSB-TCH2-391110-2023
46	ELEMENTARY	LESANO, ERMA ARCOS	Teacher III	OSEC-DECSB-TCH3-393071-2023
47	ELEMENTARY	LLABRES, JUDY ANN MIRABEL	Teacher III	OSEC-DECSB-TCH3-393059-2023
48	ELEMENTARY	MANATA, JESON BITANCUR	Teacher III	OSEC-DECSB-TCH3-393066-2023
49	ELEMENTARY	MANDANE, KATHLEEN MACEDA	Teacher III	OSEC-DECSB-TCH3-393070-2023
50	ELEMENTARY	MANGAMPO, ALEXIS ABRIGO	Teacher II	OSEC-DECSB-TCH2-391113-2023
51	ELEMENTARY	MAQUIÑANA, CLAUDETTE LUMBAO	Teacher II	OSEC-DECSB-TCH2-391111-2023
52	ELEMENTARY	MARCHAN, KRISTINA BOBIER	Teacher III	OSEC-DECSB-TCH3-393044-2023
53	ELEMENTARY	MONZALES, LARA MARIZ SANTOS	Teacher III	OSEC-DECSB-TCH3-393067-2023
54	ELEMENTARY	NUÑEZ, ROSEMARIE AREVALO	Teacher II	OSEC-DECSB-TCH2-391107-2023
55	ELEMENTARY	PANTELONE, LERMA FONTALBA	Teacher III	OSEC-DECSB-TCH3-393062-2023
56	ELEMENTARY	ROJO, NARDITO GALOS	Head Teacher I	OSEC-DECSB-HTEACH1-390026-2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
57	ELEMENTARY	SALVADOR, DANIEL AREVALO	Head Teacher II	OSEC-DECSB-HTEACH2-390012-2023
58	ELEMENTARY	TEE, JOLIE ANN BRIONES	Teacher II	OSEC-DECSB-TCH2-391114-2023
59	ELEMENTARY	TEE, VIC HUBERT LEOSALA	Teacher II	OSEC-DECSB-TCH2-391109-2023
60	GATE NHS	MAGNO, ALENA BEJIRANO	Teacher III	OSEC-DECSB-TCH3-393026-2023
61	GUBAT NHS	BULURAN, SARA EM	Teacher III	OSEC-DECSB-TCH3-393032-2023
62	GUBAT NHS	EMUTAN, GIRAH HALOC	Teacher II	OSEC-DECSB-TCH2-391103-2023
63	GUBAT NHS	ESCANILLA, SHEENA JANE ERPE	Teacher III	OSEC-DECSB-TCH3-393034-2023
64	GUBAT NHS	YUTAN, MARY JEAN AMARO	Teacher III	OSEC-DECSB-TCH3-393033-2023
65	MACABARI HS	FULGOSINO, LEA EVASCO	Teacher III	OSEC-DECSB-TCH3-393024-2023
66	MAGALLANES NHS	DOLOT, SHEILA HILOTIN	Teacher II	OSEC-DECSB-TCH2-391105-2023
67	MAGALLANES NHS	ESGUERRA, CYNNA MARCHAN	Teacher III	OSEC-DECSB-TCH3-393043-2023
68	MAGALLANES NVHS	BERNESCA, JANELLE DE HITTA	Teacher III	OSEC-DECSB-TCH3-393042-2023
69	MATNOG NHS	FUNELAS, ROWEL FOMBUENA	Teacher II	OSEC-DECSB-TCH2-391104-2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

NO.	PSIPOP	NAME OF INCUMBENT	POSITION TITLE	ITEM NUMBER
70	MAYON NHS	REYES, MA CRISTINA CAMACHO	Teacher II	OSEC-DECSB-TCH2-391099-2023
71	PILAR NCHS	ANONUEVO, MARY JOY AVISADO	Teacher III	OSEC-DECSB-TCH3-393039-2023
72	PILAR NCHS	CORDERO, NERMA AJERO	Teacher III	OSEC-DECSB-TCH3-393038-2023
73	PILAR NCHS	GEOGRAFO, MARIGEL LUMBERIO	Teacher III	OSEC-DECSB-TCH3-393037-2023
74	PRIETO DIAZ NHS	NOLLA, RYAN CAMPOSANO	Teacher II	OSEC-DECSB-TCH2-391102-2023
75	SALVACION HS	APUYAN, JULIE LOFAMIA	Head Teacher I	OSEC-DECSB-HTEACH1-390023-2023
76	SALVACION HS	MADRONIO, MA. ANTONETTE CERILLO	Master Teacher I	OSEC-DECSB-MTCHR1-390071-2023
77	SAN FRANCISCO NHS	DE LOS SANTOS, EVELYN PENOS	Teacher III	OSEC-DECSB-TCH3-393036-2023
78	SAN RAFAEL HS, Pilar	MADRONIO, ARFIE CORBILLA	Teacher II	OSEC-DECSB-TCH2-391101-2023
79	SAN RAFAEL HS, Pilar	TOCAL, ANGELICA AGNOTE	Teacher III	OSEC-DECSB-TCH3-393028-2023
80	SAN RAFAEL NHS, Castilla	MOLINA, RONA BIOLENA	Teacher II	OSEC-DECSB-TCH2-391100-2023
81	SAN ROQUE NHS	FORTES, JOENA ANDRES	Teacher III	OSEC-DECSB-TCH3-393023-2023
82	TALAONGA NHS	BANCUAL, MARK RYAN FURIO	Teacher III	OSEC-DECSB-TCH3-393031-2023



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
 Region V
SCHOOLS DIVISION OF SORSOGON

5. Below is the list of requirements for appointment.

BLUE FOLDER (CSC FILE)		GREEN FOLDER (201 FILE)	
NO. OF COPIES	REQUIREMENT	NO. OF COPIES	REQUIREMENT
1 copy	Photocopy of Approved ERF (except for HTs, MTs, and School Principals)	1 copy	Photocopy of Approved ERF (except for HTs, MTs, and School Principals)
2 copies	Accomplished CS Form No. 32 Revised 2018 (Oath of Office)	1 copy	Photocopy of Last Approved Appointment if any
2 copies	Accomplished CS Form No. 212 Revised 2017 (PDS) signed by a Public Attorney / Notary Public	1 copy	Updated Service Record
2 copies	Accomplished Attachment to CS Form No. 212 (Work Experience Sheet)	1 copy	JUNIOR HS ONLY: For Non-BSED Graduates, Certification/TOR/any proof of Methods of Teaching
2 copies (1 original, 1 photocopy)	PRC License (must be authenticated by the PRC)		
2 copies (1 original, 1 photocopy)	PRC Certificate of Good Standing (must be authenticated by the PRC)		
2 copies (1 original, 1 photocopy)	PRC Certificate of Rating (must be authenticated by the PRC). For PBET eligible, please attach the CSC Certificate (must be authenticated by CSC).		
2 copies	Accomplished CS Form No. 1, s. 2017 (Position Description Form)		
1 copy	PSA Marriage Contract (for female appointees only, if applicable)		



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
 Landline: (056) 211-6461
 Email: sorsogon@deped.gov.ph
 Website: depedsorsogon.com.ph



CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

BLUE FOLDER (CSC FILE)		GREEN FOLDER (201 FILE)	
NO. OF COPIES	REQUIREMENT	NO. OF COPIES	REQUIREMENT

6. For information and compliance.


WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



Balogo Sports Complex, Balogo, Sorsogon City, Sorsogon 4700
Landline: (056) 211-6461
Email: sorsogon@deped.gov.ph
Website: depedsorsogon.com.ph



CIP 5461/21/05/1163