



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division
Superintendent

07 OCT 2022

DIVISION MEMORANDUM
No. 780, s. 2022

**APPROVED RECLASSIFICATION OF POSITIONS
DUE TO EQUIVALENT RECORD FORM (ERF)
(October 4, 2022)**

TO: Public Schools District Supervisors/District-In-Charge
Public Elementary/Secondary Schools Administrators
Public Elementary/Secondary Teachers

1. This is to announce the implementation of the reclassification of Equivalent Record Form (ERF) of the following elementary and secondary school teachers.

| District | Plantilla | Name of Incumbent | From | To |
|----------------|------------------|----------------------------|------|------|
| Amlan | Elementary | Lumayag, Ferdinand E. | T-1 | T-3 |
| Bacong | Elementary | Mongcopa, Beverly D. | T-1 | T-3 |
| Bacong | San Miguel NHS | Delfino, Pilar A. | T-1 | T-3 |
| Bindoy I | Elementary | Jaculbe, Junrey A. | T-1 | T-3 |
| Bindoy I | Elementary | Amorganda, Merlyn A. | T-1 | T-3 |
| Bindoy I | Elementary | Bodino, Mary Christine V. | T-1 | T-3 |
| Bindoy I | Elementary | Balocos, Quila Y. | T-1 | T-3 |
| Bindoy II | Elementary | Kadusale, Donna Marie M. | T-1 | T-3 |
| Bindoy II | Elementary | Babor, Moralyn | T-1 | T-3 |
| Bindoy II | D.L. Alviola NHS | Terio, Leslie A. | T-3 | MT-1 |
| Canlaon City | Elementary | Abiar, Jocelyn E. | T-1 | T-3 |
| Canlaon City | Elementary | Albay, Nee Rose B. | T-1 | T-3 |
| Dauin | Senior HS | Parreño, Lolita B. | T-2 | T-3 |
| Jimalalud I | Elementary | Fabillar, Edgie | T-1 | T-3 |
| Jimalalud I | Elementary | Caputol, Niña Grace C. | T-1 | T-3 |
| La Libertad II | Elementary | Domocol, Maricris A. | T-1 | T-3 |
| La Libertad II | Elementary | Mariño, Christina Belen P. | T-1 | T-3 |
| La Libertad II | Elementary | Fundador, Janice C. | T-1 | T-3 |
| La Libertad II | Elementary | Amarante, Irish B. | T-1 | T-3 |
| La Libertad II | Elementary | Undang, Robert V. | T-1 | T-3 |
| La Libertad II | Elementary | Campo, Rhoda B. | T-1 | T-3 |
| La Libertad II | Elementary | Villaluna, Christy L. | T-1 | T-3 |



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644
Email Address: negros.oriental@deped.gov.ph

| District | Plantilla | Name of Incumbent | From | To |
|-----------------|-----------------------|------------------------------|-------------|-----------|
| Mabinay I | Paniabonan HS | Lindayao, Mary Ann A. | T-1 | T-3 |
| Mabinay I | Paniabonan HS | Valdez, Liza S. | T-1 | T-3 |
| Mabinay II | Elementary | Valdez, Niño Gil O. | T-2 | T-3 |
| Mabinay II | Elementary | Villaflores, Nevelyn A. | T-2 | T-3 |
| Mabinay II | Elementary | Lopez, Rolyn G. | T-1 | T-3 |
| Mabinay II | Elementary | Varona, Arly T. | T-1 | T-3 |
| Mabinay II | Senior HS | Mariño, Duke Princeton D. | T-2 | T-3 |
| Mabinay III | Elementary | Garabato, Alven V | T-1 | T-3 |
| Mabinay III | Elementary | Gayoma, Harlyn | T-1 | T-3 |
| Mabinay IV | Elementary | Yabog, Jecyl N. | T-1 | T-3 |
| Mabinay IV | Elementary | Beronio, Lee Riza C. | T-1 | T-3 |
| San Jose | Elementary | Baldoza, Natalei V. | T-1 | T-3 |
| San Jose | Elementary | Turtal, Joan R. | T-1 | T-3 |
| San Jose | Senior HS | Salasalan, Maria Cristina M. | T-2 | T-3 |
| Siaton II | Elementary | Ocares, Claire Q. | T-1 | T-3 |
| Siaton III | Elementary | Francisco, Arjun M. | T-1 | T-3 |
| Siaton IV | Elementary | Solamillo, Catherine M. | T-2 | T-3 |
| Siaton IV | Elementary | Tubil, Mary Jane R. | T-1 | T-3 |
| Siaton IV | Elementary | Pilas, Novem G. | T-1 | T-3 |
| Siaton IV | Elementary | Kilap-Kilap, Ruschel S. | T-1 | T-3 |
| Siaton IV | Elementary | Talibgos, Anabelle O. | T-1 | T-3 |
| Siaton IV | Maria Macahig NHS | Badon, Genalyn B. | T-1 | T-3 |
| Siaton IV | Senior HS | Bongabong, Mary Grace C. | T-2 | T-3 |
| Sibulan I | Elementary | Montecino, Norlei P. | T-1 | T-3 |
| Sta. Catalina I | Don E. Macias MNHS | Flores, Kathy Princess Q. | T-1 | T-3 |
| Tayasan I | Elementary | Calumba, Jocelyn C. | T-1 | T-3 |
| Tayasan II | Elementary | Pintor, Agustina E. | T-1 | T-3 |
| Valencia | Elementary | Amores, Venus Jelonie L. | T-1 | T-3 |
| Zamboanguita I | Elementary | Abueva, Joan | T-1 | T-3 |
| Zamboanguita I | Elementary | Remollo, Analyn T. | T-1 | T-3 |
| Zamboanguita I | Elementary | Gajelloma, Vivian P. | T-1 | T-3 |
| Zamboanguita I | Jose Marie Locsin MHS | Tuban, Dawn T. | T-1 | T-3 |
| Zamboanguita I | Jose Marie Locsin MHS | Fundador, Maryfranluna B. | T-1 | T-3 |
| Zamboanguita I | Santiago Delmo NHS | Partosa, Elvie May A. | T-1 | T-3 |
| Zamboanguita I | Santiago Delmo NHS | Siapno, Noelyn E. | T-1 | T-3 |



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Email Address:negros.oriental@deped.gov.ph

J. L. L.


2. The above-listed teachers are advised to accomplish and submit their documents for the processing of **appointments** to the HRMO, Ms. Jian A. Diaz. Please check the list of requirements below:

- a. CS Form 212 (Personal Data Sheet)
**2 copies with 2 latest passport size pictures*
- b. CS Form No. 4 (Certification of Assumption to Duty, revised 2018) – 3 copies
- c. CS Form No. 32 (Oath of Office – revised 2018) – 3 copies
- d. CS Form 1 (*Position Description Form*) – 2 copies
- e. PRC License (Original Authenticated Copy)- 2 copies (1 original & 1 photocopy)
- f. CS Form 211 (Medical Certificate) – 1 copy
**Medical Certificate should be signed by any Gov't Physician*
**Attach results Nos. 1 – 3 only*
- g. Marriage Contract – 1 copy (for married women only)
- h. Updated Service Record – 1 copy
- i. Latest Approved Appointment – 1 copy
- j. Tax Identification Number (TIN) – 1 copy
- k. NOSCA – 2 copies (c/o Ms. Irish Mae Belen, HRMU)
- l. Long Light Pink Folder
(All photocopies must be certified by the PSDS/District-In-Charge)

3. For information and guidance.

SPP/NLR-MKP-JMA/AdS/LBY/jcadiente
October 6, 2022




SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

10/7/22



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