



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

13 February 2025

DIVISION MEMORANDUM

No. 096, s. 2025

**DIVISION ORIENTATION ON DO 20 S. 2024: RECRUITMENT SELECTION AND
APPOINTMENT TO HIGHER TEACHING POSITION**

TO: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. The Schools Division Office will hold an orientation on DepEd Order No. 20 s. 2024—Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions with the Top Managers, Human Resource Merit Promotion and Selection Board (HRMPSB), Sub-committee members in the Division and Field Office Personnel (see attached Enclosure) on February 24, 2025, for the first batch at AGAP Center, Balayan Batangas and February 25, 2025 for the second batch at Agoncillo Municipal Event Center, Agoncillo Batangas, from 7:30 am onwards.
2. Participants shall have a registration fee of six hundred pesos (Php 600.00) and first meal to be served is morning snacks.
3. The objective of the orientation are as follows:
 - 3.1 Acquire an in-depth knowledge and understanding of DO 020 s. 2024,
 - 3.2 Use the prescribed set rubrics in the comparative assessment of teachers to higher positions, and
4. Participants are advised to bring laptop, extension cord, any source of internet connection, sample of at least one (1) teacher applicants' folder for higher teaching position with the following pertinent papers:
 - 4.1 Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available
 - 4.2 Photocopy of Certificate/s of Training, if applicable
 - 4.3 Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable
 - 4.4 Photocopy of the Performance Ratings covering three (3) consecutive year performance

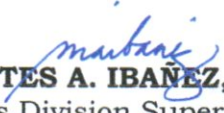


Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone: (043) 722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
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5. Expenses relative to the conduct of this activity shall be charged against School or Division MOOE funds subject to the usual accounting and auditing rules and regulations.
6. This memorandum serves as Travel Order for the participants.
7. Wide dissemination and strict compliance to this memorandum are enjoined.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent

JBP/ Division Orientation on DO 20. S. 2024/
R2-140805/ 02/13/2025



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Enclosure 1

BATCH 1 PARTICIPANTS

24 February 2025
AGAP Center, Balayan Batangas

	NAME	DESIGNATION	OFFICE
1	Marites A. Ibañez	SDS – Appointing Authority	Schools Division Office
2	Rhina O. Ilagan	ASDS – HRMPSB Chairperson	Schools Division Office
3	Gregorio T. Mueco	ASDS – HRMPSB Chairperson	Schools Division Office
4	Lou C. Panaligan	Administrative Officer V	Schools Division Office
5	Joemar B. Perez	Administrative Officer IV – HRMO	Schools Division Office
6	Joseph Angelo R. Ilao	Administrative Officer II	Schools Division Office
7	Ma. Imma-Concepcion C. Rivera	Administrative Officer II	Schools Division Office
8	April A. Ramos	Administrative Officer II	Schools Division Office
9	Dario L. Untalan	DBPTAI President	Schools Division Office
10	David M. Nuay	CID Chief – Sub-committee	Schools Division Office
11	Macaria Carina C. Carandang	Sub-committee member	Schools Division Office
12	Rosalinda A. Mendoza	Sub-committee member	Schools Division Office
13	Mercy R. Villanueva	Sub-committee member	Schools Division Office
14	Loreta V. Ilao	Sub-committee member	Schools Division Office
15	Emerson B. Dalangin	Sub-committee member	Schools Division Office
16	Jimmy J. Morillo	Sub-committee member	Schools Division Office
17	Elizabeth R. Tolentino	Sub-committee member	Schools Division Office
18	Miguel B. Ularte	Sub-committee member	Schools Division Office
19	Aireene V. Hernandez	School Principal II	Lemery Sub-Office
20	Jerome C. Bayao	Master Teacher II	Lemery Sub-Office
21	Emiteria B. Villamor, Edd	Public Schools District Supervisor	Balayan East Sub-Office
22	Vicky P. De Torres, Edd	School Principal IV	Balayan East Sub-Office
23	Crispin I. Magpantay, Phd	School Principal IV	Balayan East Sub-Office
24	Gloria D. De Castro	Master Teacher II	Balayan East Sub-Office



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25	Marvic E. Driz	Master Teacher I	Balayan East Sub-Office
26	Melissa B. Capuyon	Administrative Officer II	Balayan East Sub-Office
27	Placida G. Dela Vega, Edd	Public Schools District Supervisor	Balayan West Sub-Office
28	Rosalinda V. Sanchez, Edd	Principal IV	Balayan West Sub-Office
29	Anna M. Baylosis	Head Teacher	Balayan West Sub-Office
30	Melba L. Alipustain	Master Teacher I	Balayan West Sub-Office
31	Myra M. Absin	Master Teacher II	Balayan West Sub-Office
32	Celeste D. Catchliar	Administrative Officer II	Balayan West Sub-Office
33	Dr. Anabel R. Marasigan	Public Schools District Supervisor	Calaca Sub-Office
34	Dr. Jenevieve P. De Leus	Principal II	Calaca Sub-Office
35	Dr. Maureen C. De Claro	Principal II	Calaca Sub-Office
36	Rosemarie A. Magpile	Master Teacher I	Calaca Sub-Office
37	Dr. Franklin Galoyo	Master Teacher I	Calaca Sub-Office
38	Christine A. Allones	Administrative Officer II	Calaca Sub-Office
39	Eleazar C. Magsino Phd	Public Schools District Supervisor	Calatagan Sub-Office
40	Lorena H. Languitan Phd	Principal II	Calatagan Sub-Office
41	Simeona Rechie C. Ojales Ed.D	Principal IV	Calatagan Sub-Office
42	Myrasol D. Beltran Phd	Master Teacher II	Calatagan Sub-Office
43	Jemalyn P. Eguia	Master Teacher II	Calatagan Sub-Office
44	Veronica Joyce B. Coz	Administrative Officer II	Calatagan Sub-Office
45	Avelino B. Mortel	Public Schools District Supervisor	Lemery Sub-Office
46	Louie L. Alvarez	Principal III	Lemery Sub-Office
47	Nina T. Aquino	Asst. Principal II	Lemery Sub-Office
48	Jerome C. Bayao	Master Teacher II	Lemery Sub-Office
49	Dennis N. Mendoza	Master Teacher I	Lemery Sub-Office
50	Gimbie V. Razon	Administrative Officer II	Lemery Sub-Office
51	Pedro D. De Los Reyes	Public Schools District Supervisor	Lian Sub-Office
52	Gelyn L. Jonson	Principal II	Lian Sub-Office
53	Jorge C. Bautista	Principal III	Lian Sub-Office
54	Richard C. Montealegre	Master Teacher I	Lian Sub-Office
55	Rowella L. Macalintal	Master Teacher II	Lian Sub-Office



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56	Jeffrey C. Magboo	Administrative Officer II	Lian Sub-Office
57	Avelina O. Gaa	Public Schools District Supervisor	Nasugbu East Sub-Office
58	Maria Rita Luz M. De Padua	Principal II	Nasugbu East Sub-Office
59	Maria Irma C. Cudiamat	Principal I	Nasugbu East Sub-Office
60	Paulina E. Galit	Master Teacher II	Nasugbu East Sub-Office
61	Jeffrey C. Cerujano	Master Teacher I	Nasugbu East Sub-Office
62	Angelo J. Secondez	Administrative Officer II	Nasugbu East Sub-Office
63	Gregorio D. Meneses, Edd	Public School District Supervisor	Nasugbu West Sub-Office
64	Rufina B. Samonte	Principal IV	Nasugbu West Sub-Office
65	Maria Elizabeth S. Andino	Principal II	Nasugbu West Sub-Office
66	Maricel M. Unas	Master Teacher II	Nasugbu West Sub-Office
67	Lilybeth A. Guernaldo	Master Teacher I	Nasugbu West Sub-Office
68	Victoria V. Iresare	Administrative Officer II	Nasugbu West Sub-Office
69	Conie C. Hernandez	Public Schools District Supervisor	Taal Sub-Office
70	Loida P. Rosales	Principal IV	Taal Sub-Office
71	Wilson T. Ojales	Principal IV	Taal Sub-Office
72	Cheryl D. Montenegro	Master Teacher I	Taal Sub-Office
73	Mariel C. Mayuga	Master Teacher I	Taal Sub-Office
74	Emjayce Pearl E. Hernandez	Administrative Officer II	Taal Sub-Office
75	Ronaldo M. Sevilla	Public Schools District Supervisor	Tuy Sub-Office
76	Gina M. Aseremo	Principal IV	Tuy Sub-Office
77	Maricel D. Mercado	Principal III	Tuy Sub-Office
78	Rebecca M. Salazar	Master Teacher 1	Tuy Sub-Office
79	Elsie M. De Los Reyes	Master Teacher II	Tuy Sub-Office
80	Margielyn Ranola	Administrative Officer II	Tuy Sub-Office
81	Aurelia A. Aguila	OIC-Public Schools District Supervisor	Bauan East Sub-Office
82	Rianita S. Pasigpasigan	Principal IV	Bauan East Sub-Office
83	Edna C. Ilagan	Principal III	Bauan East Sub-Office
84	Myra D. Dolor	Master Teacher II	Bauan East Sub-Office
85	Rowena A. Azucena	Principal III	Bauan East Sub-Office
86	Maya Escalona	Administrative Officer II	Bauan East Sub-Office



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87	Andrea M. Hernandez	Public Schools District Supervisor	Bauan West Sub-Office
88	Nina D. Dimaculangan	Principal IV	Bauan West Sub-Office
89	Dulce Amor A. Abante	Principal IV	Bauan West Sub-Office
90	Sheryll Taroma	Master Teacher II	Bauan West Sub-Office
91	Rebecca Buenviaje	Master Teacher 1	Bauan West Sub-Office
92	Rhona A. Dolor	Administrative Officer II	Bauan West Sub-Office
93	Dr. Baby Janet U. Dimailig	Public Schools District Supervisor	Lobo Sub-office
94	Lina M. Magoling	Principal III	Lobo Sub-office
95	Dr. Donna Susana A. Godoy	Principal II	Lobo Sub-office
96	Sergia K. Bautro	Master Teacher II	Lobo Sub-office
97	Eufemia U. Escarez	Master Teacher II	Lobo Sub-office
98	Catherine L. Boongaling	Administrative Officer II	Lobo Sub-office
99	Gilma C. Porley	OIC-Public Schools District Supervisor/Principal IV	Mabini Sub-Office
100	Ofelia M. Del Mundo	Principal III	Mabini Sub-Office
101	Lisa M. Garcia	Head Teacher II	Mabini Sub-Office
102	Agnes U. Cafe	Master Teacher II	Mabini Sub-Office
103	Josephine G. Agdan	Master Teacher II	Mabini Sub-Office
104	Aiza Medrano	Administrative Officer II	Mabini Sub-Office
105	Dr. Bernarda M. Reyes	Public Schools District Supervisor	San Pascual Sub-Office
106	Dr. Movita O. Cruzat	Principal IV	San Pascual Sub-Office
107	Dr. Atena A. Rivera	Principal IV	San Pascual Sub-Office
108	Mylene Abrahan	Master Teacher II	San Pascual Sub-Office
109	Mary-Anne Grace M. Rosales	Master Teacher I	San Pascual Sub-Office
110	Antonette D. Endrinal	Administrative Officer II	San Pascual Sub-Office
111	Gina M. Laksamana	Public Schools District Supervisor	San Luis Sub-Office
112	Lemie C. Onda	Principal II	San Luis Sub-Office
113	Marites C. Bonifacio	Principal III	San Luis Sub-Office
114	Nimpa A. Yuzon	Master Teacher II	San Luis Sub-Office
115	Juvy Moreno	Department Head	San Luis Sub-Office
116	Rosanna H. De Villa	Administrative Officer II	San Luis Sub-Office
117	Lucky May L. Pasia	Public Schools District Supervisor	Tingloy Sub-Office



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118	Jean B. Evangelista	Principal II	Tingloy Sub-Office
119	Rechelle G. Garcia	Principal I	Tingloy Sub-Office
120	Katherine Joyce P. Aguilar	Master Teacher I	Tingloy Sub-Office
121	Kristine Rose M. Macuha	Head Teacher III	Tingloy Sub-Office
122	Marissa M. Binay	Administrative Officer II	Tingloy Sub-Office
123	Agrifina A. Dirain	Public Schools District Supervisor	Malvar Sub-Office
124	Gilberto L. Perez	Principal III	Malvar Sub-Office
125	Ma. Leonor M. Vertucio	Principal IV	Malvar Sub-Office
126	Perla E. Linga	Master Teacher II	Malvar Sub-Office
127	Marvin M. Saludo	Master Teacher II	Malvar Sub-Office
128	Rodel L. Magcawas	Administrative Officer II	Malvar Sub-Office
129	Aniano I. Hernandez, Edd	Public Schools District Supervisor	Alitagtag Sub-Office
130	Edita L. Montalbo	Principal Iv	Alitagtag Sub-Office
131	Erlene M. Martinez	Principal II	Alitagtag Sub-Office
132	Carolyn I. Chavez	Master Teacher II	Alitagtag Sub-Office
133	Obet C. Hernandez	Master Teacher II	Alitagtag Sub-Office
134	Josie B. Gaynilo	Administrative Officer II	Alitagtag Sub-Office
135	Nancy D. Lubis	Public Schools District Supervisor	Balete Sub-Office
136	Evangeline L. Ocampo	Principal Iii	Balete Sub-Office
137	Marilyn B. Penaflor	Principal Iii	Balete Sub-Office
138	Michael Valencia	Master Teacher II	Balete Sub-Office
139	Diana D. Landicho	Master I	Balete Sub-Office
140	Kriszel Ann Landicho	Administrative Officer II	Balete Sub-Office
141	Zenaida G. Gutierrez	OIC-Public Schools District Supervisor/Principal III	Cuenca Sub-Office
142	Nilda E. Chavez	Principal II	Cuenca Sub-Office
143	Nalaine M. Quitain	Principal II	Cuenca Sub-Office
144	Josephine E. De Los Santos	Master Teacher I	Cuenca Sub-Office
145	Sharon L. Harina	Master Teacher I	Cuenca Sub-Office
146	Jemie Leuvina J. Magbuhat	Administrative Officer II	Cuenca Sub-Office
147	Nancy D. Lubis	Public Schools District Supervisor	Mataasnakahoy Sub-Office
148	Gina M. Atienza	Principal I	Mataasnakahoy Sub-Office



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149	Marivic M. Dimaculangan	Principal IV	Mataasnakahoy Sub-Office
150	Juvy M Gamlanga	Master Teacher II	Mataasnakahoy Sub-Office
151	Angelita C. Esmidilla	Master Teacher II	Mataasnakahoy Sub-Office
152	Sarah M. Agojo	Administrative Officer II	Mataasnakahoy Sub-Office
153	Antonio M. Ilagan	Public Schools District Supervisor	Sta. Teresita Sub-Office
154	Mylene B. Bathan	Prncipal III	Sta. Teresita Sub-Office
155	Lorna U. Dinglasan	Principal IV	Sta. Teresita Sub-Office
156	Emelda M. Reyes	Master Teacher II	Sta. Teresita Sub-Office
157	Glen D. Mendoza	Master Teacher -II	Sta. Teresita Sub-Office
158	Karla M. Fajardo	Administrative Officer-II	Sta. Teresita Sub-Office
159	Nenita A. Adame	Public Schools District Supervisor	Ibaan Sub-Office
160	Conie Perez	Principal IV	Ibaan Sub-Office
161	Jocelyn Manset	Principal IV	Ibaan Sub-Office
162	Sonia Magnaye	Master Teacher I	Ibaan Sub-Office
163	Riza Suarez	Master Teacher I	Ibaan Sub-Office
164	Regie Ocampo	Administrative Officer II	Ibaan Sub-Office
165	Joel B. Lubis	Public School District Supervisor	San Jose Sub-Office
166	Irene B. Nakpil	Principal IV	San Jose Sub-Office
167	Thelma A. Pascua	Principal IV	San Jose Sub-Office
168	Gina D. Aguila	Master Teacher II	San Jose Sub-Office
169	Larry U. Javina	Master Teacher -II	San Jose Sub-Office
170	Haydee D. Cortez	Administrative Officer II	San Jose Sub-Office



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BATCH 2 PARTICIPANTS
25 February 2025
Agoncillo Municipal Event Center, Agoncillo Batangas

	NAME	DESIGNATION	OFFICE
1	Marites A. Ibañez	SDS – Appointing Authority	Schools Division Office
2	Rhina O. Ilagan	ASDS – HRMPSB Chairperson	Schools Division Office
3	Gregorio T. Mueco	ASDS – HRMPSB Chairperson	Schools Division Office
4	Lou C. Panaligan	Administrative Officer V	Schools Division Office
5	Joemar B. Perez	Administrative Officer IV – HRMO	Schools Division Office
6	Joseph Angelo R. Ilao	Administrative Officer II	Schools Division Office
7	Yvette C. Lalongisip	Administrative Officer II	Schools Division Office
8	Lennie I. Latona	Administrative Officer II	Schools Division Office
9	Niño Bradley I. Magsombol	Administrative Officer II	Schools Division Office
10	Dario L. Untalan	DBPTAI President	Schools Division Office
11	Marian L. Arias	Sub-committee member	Schools Division Office
12	Ma. Leticia C. Basilan	Sub-committee member	Schools Division Office
13	Aireene V. Hernandez	School Principal II	Lemery Sub-Office
14	Jerome C. Bayao	Master Teacher II	Lemery Sub-Office
15	Maria Melissa M. Ariola Phd	Public Schools District Supervisor	Agoncillo Sub-Office
16	Feliciana L. Aquino	School Principal IV	Agoncillo Sub-Office
17	Bernardita D. Andal	School Principal II	Agoncillo Sub-Office
18	Cecilia C. Maala	Master Teacher II	Agoncillo Sub-Office
19	Jennielyn C. Mendoza	Master Teacher I	Agoncillo Sub-Office
20	Renie C. Hernandez	Administrative Officer II	Agoncillo Sub-Office
21	Benilda N. Navarro	Public Schools District Supervisor	Laurel Sub-Office
22	Jenniffer M. Ariola	Principal III	Laurel Sub-Office
23	Lanny A. Tolentino	Principal II	Laurel Sub-Office
24	Leovina D. Garcia	Master Teacher I	Laurel Sub-Office
25	Gemma V. Atienza	Master Teacher I	Laurel Sub-Office
26	Nelly Joy Marasigan	Administrative Officer II	Laurel Sub-Office



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27	Riza C. Gusano	Public Schools District Supervisor	San Nicolas Sub-Office
28	Susana E. Casalme	Principal III	San Nicolas Sub-Office
29	Melani Higuít	Principal III	San Nicolas Sub-Office
30	Genefer M. Pesigan	Master Teacher II	San Nicolas Sub-Office
31	Roland V. Calabia	Master Teacher -II	San Nicolas Sub-Office
32	Anna Angelica Holgado	Administrative Officer III	San Nicolas Sub-Office
33	Ginalyn U. Macaraig	Public Schools District Supervisor	Talisay Sub-Office
34	Maria Victoria C. Par	Principal I	Talisay Sub-Office
35	Noelito R. Opena	Principal II	Talisay Sub-Office
36	Janette S. Cuevas	Master Teacher I	Talisay Sub-Office
37	Jefferson C. Padilla	Master Teacher I	Talisay Sub-Office
38	Jelly Rose M. De Grano	Administrative Officer II	Talisay Sub-Office
39	Braulio B. Napenas	Public Schools District Supervisor	Padre Garcia Sub-Office
40	Juliet J. Dimaculangan	Principal II	Padre Garcia Sub-Office
41	Mary Jane M. Gonzales	Principal IV	Padre Garcia Sub-Office
42	Ruby . Escaboza	Master Teacher - I	Padre Garcia Sub-Office
43	Ariel M. Vergara	Master Teacher - I	Padre Garcia Sub-Office
44	Rhona L. Comia	Administrative Officer II	Padre Garcia Sub-Office
45	Julita E. Ilagan	Public Schools District Supervisor	Rosario East Sub-Office
46	Marilyn C. Marasigan	Principal IV	Rosario East Sub-Office
47	Jocelyn M. Biazon	Principal IV	Rosario East Sub-Office
48	Jessica R. Noche	Master Teacher II	Rosario East Sub-Office
49	Anita M. Amada	Master Teacher - I	Rosario East Sub-Office
50	Apple G. Latag	Administrative Officer II	Rosario East Sub-Office
51	Orlie G. Del Mundo	Public School District Supervisor	Rosario West Sub-Office
52	Imelda C. Tapero	Principal III	Rosario West Sub-Office
53	Rowena R. Masilang	Principal III	Rosario West Sub-Office
54	Rosalinda R. Contreras	Master Teacher II	Rosario West Sub-Office
55	Girene D. Solpico	Master Teacher I	Rosario West Sub-Office
56	Lilet R. Mendoza	Administrative Officer II	Rosario West Sub-Office
57	Ellienor D. Peña Phd	Public School District Supervisor	San Juan East Sub-Office



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58	Marilyn L. Manalo	Principal-I	San Juan East Sub-Office
59	Arnel C. Evangelista	Principal-IV	San Juan East Sub-Office
60	Cristina G. Anyayahan	Master Teacher -II	San Juan East Sub-Office
61	Julieta S. Deduque	Master Teacher -I	San Juan East Sub-Office
62	Yasmin Z. De Torres	Administrative Officer-II	San Juan East Sub-Office
63	Sarah S. Saguin	Public School District Supervisor	San Juan West Sub-Office
64	Chiela A. Bagnes	Principal I	San Juan West Sub-Office
65	Lemuel M. Dayo	Principal IV	San Juan West Sub-Office
66	Robina C Caponpon	Master Teacher -II	San Juan West Sub-Office
67	Lorna A. Guno	Master Teacher -II	San Juan West Sub-Office
68	Karen Joy T. Gapunuan	Administrative Officer II	San Juan West Sub-Office
69	Erickson T. Gutierrez	OIC-Public Schools District Supervisor	Taysan Sub-Office
70	Bernadette E. Banaira	Principal III	Taysan Sub-Office
71	Doris M. Robledo	Principal II	Taysan Sub-Office
72	Fluellen G. Arnigo	Master Teacher II	Taysan Sub-Office
73	Christian A. Africa	Assistant Principall II	Taysan Sub-Office
74	Josie M. Magtibay	Administrative Officer II	Taysan Sub-Office