



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

26 March 2026

UNNUMBERED MEMORANDUM

SIGNING OF APPOINTMENT AND BRIEF ORIENTATION OF NEWLY APPOINTED PERSONNEL

TO : Assistant Schools Division Superintendent
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Unit Heads / Section Heads
Public Schools District Supervisor
Elementary and Secondary School Heads
All Others Concerned

1. This Office informs the following Personnel for the signing of appointment on March 30, 2026, Monday, 1:00 PM at the Division Office – Personnel Section.
2. All are advised to follow the guidelines stated under OM-OSDS-2020-014; the baseline protocols to be observed in the workplace and during travel; minimum standards for social distancing within the workplace; and health, safety, and precautionary measures while at work.
3. For strict compliance to this memorandum.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent

JBP/ SIGNING OF APPOINTMENT AND BRIEF ORIENTATION
OF NEWLY APPOINTED PERSONNEL/R2-150550/03/26/2026



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone:(043)722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
Website:www.depedbatangas.com



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

ELEMENTARY

| NO | NAME | SCHOOL | POSITION |
|----|--------------------|----------------------------------|-----------------------------|
| 1 | BASILAN, MEYCEE L. | SAN JUAN WEST CS / SAN JUAN WEST | ADMINISTRATIVE ASSISTANT II |

JUNIOR HIGH SCHOOL

| NO | NAME | SCHOOL | POSITION |
|----|---------------------------|-----------------------------|-----------------------------|
| 2 | AQUINO, CHRISTIAN DAVE B. | TIPAS INHS | ADMINISTRATIVE ASSISTANT II |
| 3 | DE TORRES, REGENE A. | DON LEON MERCADO, SR., MNHS | ADMINISTRATIVE ASSISTANT II |
| 4 | DELEN, RAPHAELA BIANCA C. | BAYBAYIN NHS | ADMINISTRATIVE ASSISTANT II |
| 5 | LIBUNA, ANGELICA N. | PALAHANAN INHS | ADMINISTRATIVE ASSISTANT II |
| 6 | MAGTAAS, RONEL G. | MAVALOR IS | ADMINISTRATIVE OFFICER II |

SENIOR HIGH SCHOOL

| NO | NAME | SCHOOL | POSITION |
|----|-----------------------|----------------|-----------------------------|
| 7 | DE TORRES, ERICA E. | CALUBCUB 1 SHS | ADMINISTRATIVE ASSISTANT II |
| 8 | DE TORRES, JANNETH M. | PALAHANAN INHS | ADMINISTRATIVE ASSISTANT II |