



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

**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2024- 0007

TO : (Please see attached list)

Thru Public Schools District Supervisor/School Heads

FROM : **NERI C. CASTRO EdD, CESO V**
Schools Division Superintendent
11/2/2024

SUBJECT : **SIGNING OF APPOINTMENTS** (CS Form No. 33-A)

DATE : **January 03, 2024**

1. Pursuant to CSC MC No. 14, s. 2018 re: Omnibus Rules on Appointment and Other Human Resource Actions (ORAOHRA), this Office hereby informs that there will be Signing of Appointments.
2. Venue of Signing of Appointments is at Schools Division Office facilitated by the Human Resource Management Unit (HRMU).
3. All concerned teachers/non-teaching personnel are directed to follow the set date and time schedule.
4. School heads are advised to ensure that classes are not disrupted by arranging with relieving teachers to take over their classes for the meantime.
5. School heads are also requested to issue **Travel Authority**.
6. Immediate and widest dissemination of this memo is greatly desired.

SPP/NLR/AdsP/LBY/jad
January 03, 2024

03 JAN 2024



Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644



DepEd Tayo SDO Negros Oriental



depednegros.net

NO.	NAME	POSITION TITLE	DATE OF ISSUANCE	STATION/DISTRICT	DATE OF SIGNING
C/O MARNIE S. CABANO (1 st Cong.)					
1	FELCHIE B. ABT	TEACHER III	12/15/2023	TAYASAN II	JANUARY 8-12, 2024
2	JOHN CRIS L. BALASABAS	TEACHER I	01/03/2024	LA LIBERTAD II	JANUARY 8-12, 2024
3	ALJE M. BANDOQUILLO	TEACHER II	01/03/2024	TAYASAN II	JANUARY 8-12, 2024
4	LYNDON V. CABUGNASON	TEACHER III	01/03/2024	MANJUYOD II	JANUARY 8-12, 2024
5	EDITO JR. A. BALDIVINO	TEACHER III	01/03/2024	AYUNGON II	JANUARY 8-12, 2024
6	LEE LYNE D. FEROLINO	TEACHER III	01/03/2024	BINDOY II	JANUARY 8-12, 2024
7	DARYL R. ACIBRON	TEACHER III	01/03/2024	MANJUYOD II	JANUARY 8-12, 2024
8	ROQUITA A. ABRASALDO	SUBSTITUTE	01/03/2024	MANJUYOD I	JANUARY 8-12, 2024
9	LEA MAE C. ANFONE	SUBSTITUTE	01/03/2024	MANJUYOD II	JANUARY 8-12, 2024
10	SHAIRA JANE C. CABALLES	SUBSTITUTE	01/03/2024	MANJUYOD II	JANUARY 8-12, 2024
11	JESSA A. PACHECO	SUBSTITUTE	01/03/2024	TAYASAN I	JANUARY 8-12, 2024
12	EVELYN D. CARINAL	SUBSTITUTE	01/03/2024	TAYASAN I	JANUARY 8-12, 2024
13	CHARLIE C. TORRES	SUBSTITUTE	01/03/2024	BINDOY I	JANUARY 8-12, 2024
14	JUDY ANN B. VERSA	SUBSTITUTE	01/08/2024	BINDOY I	JANUARY 8-12, 2024



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NO.	NAME	POSITION	DATE OF ISSUANCE	DISTRICT	SCHEDULE/S FOR THE SIGNING OF APPOINTMENTS	
	c/o Christin F. Camacho					
	SUBSTITUTE					
1	EASTER C. PALOPALO	SUBSTITUTE	01/03/2024	SIBULAN I	Jan. 04-05, 2024	
2	SHIELA E. PORSADAS	SUBSTITUTE	01/03/2024	MABINAY IV		
3	GRETCHEN V. RUTA	SUBSTITUTE	01/03/2024	MABINAY IV		
	PROMOTION					
4	CHARLOTTE JOAN L. BERNARDEZ	ADMINISTRATIVE ASSISTANT III	12/20/2023	SIBULAN I		
5	FREDELYN A. TINGSON	TEACHER II	01/04/2024	MABINAY IV		
	RECLASSIFICATION					
6	GLORIA FE R. SOLITANA	TEACHER III	12/22/2023	AMLAN		



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SCHEDULE FOR SIGNING OF SECONDARY APPOINTMENTS
(Junior and Senior High School)

NO	NAME	POSITION	DATE OF ISSUANCE	DISTRICT	SCHEDULE FOR SIGNING OF APPOINTMENT
	c/o Gemmalyn V. Aguilar				
	TRANSFER				
1	MARIBEL A. CABUS	TEACHER III	01/03/2024	ZAMBOANGUITA I	Jan. 4-5, 2024
2	JOSELYN E. ELVIÑA	TEACHER III	01/03/2024	ZAMBOANGUITA II	Jan. 4-5, 2024
	PROMOTION				
3	ZENLI ROSE B. MONGCUPA	TEACHER III	12/12/2023	ZAMBOANGUITA I	Jan. 4-5, 2024