



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division OF NEGROS ORIENTAL

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**Office of the Schools Division  
Superintendent**

MEMORANDUM  
MLA-2024.-0047

TO: (Please see attached list)

**Thru: Public Schools District Supervisor/School Heads**

FROM: **NERI C. OJASTRO EdD, CESO V**  
Schools Division Superintendent  
11/6/2024

SUBJECT: Signing of Appointments (CS Form No. 33-A)

DATE: January 15, 2024

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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 School 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. Schoolheads are advised to ensure that classes are not disrupted by arranging with relieving teachers to take over their classes for the meantime.
5. Schoolheads are also requested to issue **Travel Authority**.
6. Immediate and wise dissemination of this memo is greatly desired.

17 JAN 2024

NCO/NLR/AdSP/LBY/jad  
January 15, 2024



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



Republic of the Philippines  
Department of Education  
REGION VII – CENTRAL VISAYAS  
Schools Division OF NEGROS ORIENTAL

**3rd Congressional District (Elementary)**

NO.	NAME	POSITION TITLE	DATE OF ISSUANCE	STATION/DISTRICT	SCHEDULE for SIGNING the APPOINTMENT
<b>c/o Jonalyn E. Cuenca (HRMU)</b>					
<b>(8:00-10:00 am)</b>					
1	BIGNOTEA, KATHY MAE S.	SUBSTITUTE TEACHER I	01/03/2024	STA. CATALINA III	January 19, 2024
2	CATUBIG, MARK JASPER R.	SUBSTITUTE TEACHER I	01/03/2024	STA. CATALINA II	January 19, 2024
3	TORRES, FEDERICO P.	SUBSTITUTE TEACHER I	01/03/2024	VALENCIA	January 19, 2024
<b>(1:00-4:00 pm)</b>					
4	DAGOHOY, RAMIL R.	TEACHER III	01/08/2024	BACONG	January 19, 2024
5	INOFERIO, JULIE NESSA S.	TEACHER II	01/08/2024	BACONG	January 19, 2024
6	KINKITO, CECILLE MARIE T.	TEACHER III	01/08/2024	BACONG	January 19, 2024
7	SICAN, JOCELYN T.	TEACHER III	01/08/2024	BACONG	January 19, 2024



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REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

NO.	NAME	POSITION	DATE OF ISSUANCE	DISTRICT	SCHEDULE/S FOR THE SIGNING OF APPOINTMENTS
<b>c/o CHRISTIN F. CAMACHO</b>					
<b>January 18, 2024</b>					
1	MA. THERESA ZIMAR T. CASTOR	SUBSTITUTE	01/03/2024	AMLAN	8:00 AM -11:00 AM
2	MAYLENE M. ESPARCIA	SUBSTITUTE	01/03/2024	AMLAN	
3	JOCELYN C. JADRAQUE	SUBSTITUTE	01/03/2024	AMLAN	
4	JONELYN S. ROMANO	SUBSTITUTE	01/03/2024	AMLAN	
5	MARIA FE C. YBALIG	SUBSTITUTE	01/03/2024	AMLAN	
6	JOCYL C. ORIL	SUBSTITUTE	01/03/2024	MABINAY I	1:00 PM - 4:00 PM
7	AUREA A. MORES	SUBSTITUTE	01/03/2024	MABINAY III	
8	MHYLEEN J. RODRIGUEZ	SUBSTITUTE	01/03/2024	MABINAY IV	
9	ANA MARIA EDNA R. MANCIA	SUBSTITUTE	01/03/2024	SIBULAN I	



Kagawasan Avenue, Capitol Area, Daro, Dumaguete City, Negros Oriental  
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NO.	NAME	POSITION TITLE	DATE OF ISSUANCE	STATION/DISTRICT	DATE OF SIGNING
C/O MARNIE S. CABANO (1 <sup>st</sup> Cong.)					
1	AMELITO E. CANCIO	HEAD TCHR. I	01/08/2024	AYUNGON I	JAN. 16-19, 2024
2	MARLOU A. CADAY	TEACHER III	01/08/2024	MANJUYOD I	JAN. 16-19, 2024
3	AIZA A. BABOR	SUBSTITUTE	01/03/2024	BINDOY II	JAN. 16-19, 2024
4	ANGEL ROSE P. FUENTES	SUBSTITUTE	01/03/2024	LA LIBERTAD II	JAN. 16-19, 2024
5	DESIREE T. CATIPAY	SUBSTITUTE	01/03/2024	TAYASAN II	JAN. 16-19, 2024
6	MERCY J. CANCINO	SUBSTITUTE	01/03/2024	TAYASAN II	JAN. 16-19, 2024
7	JONALYN K. CASIDO	SUBSTITUTE	01/03/2024	MANJUYOD I	JAN. 16-19, 2024
8	JOHANNA MARIE S. JADER	SUBSTITUTE	01/03/2024	MANJUYOD I	JAN. 16-19, 2024
9	JOANNA D. CABUSOG	SUBSTITUTE	01/03/2024	MANJUYOD I	JAN. 16-19, 2024
10	MAYFLOR Q. MOLLENIDO	SUBSTITUTE	01/03/2024	AYUNGON I	JAN. 16-19, 2024
11	KARYL JANE A. CALUMBA	SUBSTITUTE	01/03/2024	AYUNGON I	JAN. 16-19, 2024
12	GERALYN S. GAUDIANO	SUBSTITUTE	01/03/2024	AYUNGON I	JAN. 16-19, 2024
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