



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
OSDS-2024- 0168

TO: (Please see attached list)

Thru: Public Schools District Supervisor/School Heads

FROM: **NERI C. OJASTRO EdD, CESO V**
Schools Division Superintendent

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

DATE: March 04, 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 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.

NCO/RAV/AdsE/LBY/jad
March 04, 2024



Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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NO.	NAME	POSITION	DATE OF ISSUANCE	DISTRICT	SCHEDULE/S FOR THE SIGNING OF APPOINTMENTS
c/o CHRISTIN F. CAMACHO					
March 5, 2024					
1	JOBERMAL S. CANDIDO	TEACHER I (NEW)	02/23/2024	TAYASAN I	08:00 AM TO 11:00 AM
2	MICHERELLE V. DAYOT	TEACHER I (TRANSFER)	02/28/2024	VALENCIA	
3	MARILOU M. ORACION	TEACHER III	02/23/2024	JIMALALUD I	
4	DALLE DIANNE K. ANITO	TEACHER I (TRANSFER)	03/04/2024	SIBULAN I	1:00 PM TO 4:00 PM
5	LIANEZA C. CABILDO	TEACHER I (NEW)	02/29/2024	AYUNGON II	
6	KAREN B. INDINO	TEACHER II	02/22/2024	BACONG	
March 6, 2024					
7	HYDRAE BRET S. MACAPANAS	TEACHER I (NEW)	02/22/2024	STA. CATALINA I	08:00 AM TO 11:00 AM
8	JULIET D. SOJOR	TEACHER II	02/29/2024	ZAMBOANGUITA I	
9	LICILLA F. GERODIAZ	TEACHER III	03/01/2024	TAYASAN I	
10	REBEKAH F. ADVINCULA	TEACHER I (NEW)	02/28/2024	STA. CATALINA III	1:00 PM TO 4:00 PM
11	CYRENE P. NARCISO	TEACHER I (NEW)	03/01/2024	STA. CATALINA I	
12	MAE GORETTI R. TORENO	TEACHER I (NEW)	03/01/2024	MABINAY I	

NO.	NAME	POSITION	DATE OF ISSUANCE	DISTRICT	SCHEDULE FOR SIGNING OF APPOINTMENT
c/o Analou					
SUBSTITUTE					
1	VAN RANDEL P. CENAS	SUBSTITUTE	02/08/2024	SIATON III	March 6, 2024
PROMOTION					
4	EVAMIE C. MAYONO	TEACHER II	03/01/2024	SAN JOSE	March 6, 2024



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Senior High School (SHS)

NO.	NAME	POSITION TITLE	DATE OF ISSUANCE	STATION/DISTRICT	SCHEDULE for SIGNING the APPOINTMENT
c/o Jonalyn E. Cuenca (HRMU)					
Wednesday					
(8:00-10:00 am)					
1	MIRA, JAY D.	SUBSTITUTE TEACHER I	03/04/2024	SIATON I	March 06, 2024
2	CABUSOG, SHERYL D.	SUBSTITUTE TEACHER I	02/14/2024	MANJUYOD II	
3	KADUSALE, DOMINIC TROY A.	SUBSTITUTE TEACHER I	02/19/2024	MANJUYOD II	
4	TIMTIM, GERLYN B.	SUBSTITUTE TEACHER I	02/19/2024	JIMALALUD II	
Thursday					
(8:00-10:00 am)					
5	GEZERRY F. DEVERO	TEACHER III	03/06/2024	AYUNGON I	March 07, 2024
6	JENNIFER B. LETIGIO	TEACHER II	03/06/2024	BINDOY II	
7	CHARMIILE MAE L. BARRO	TEACHER II	03/06/2024	STA. CATALINA III	
8	ENGELIN B. QUILOPE	TEACHER II	03/06/2024	MABINAY III	