



Republic of the Philippines
Department of Education
 Region III
SCHOOLS DIVISION OF BULACAN

December 21, 2021

DIVISION MEMORANDUM
 No. 304 s. 2021

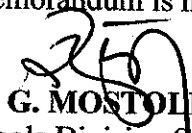

**DIVISION ONLINE SELECTION PROCESS FOR RECLASSIFICATION
 OF POSITIONS IN THE SECONDARY LEVEL**

To: Assistant Schools Division Superintendents
 Division Chiefs
 Heads of Senior High Schools
 All Others Concerned

1. This is to announce the schedule of the online selection process for the requests for reclassification of positions in the secondary level. The process includes the evaluation of documents and interview and examination for head teachers and principals.
2. Enclosed to this Memorandum are the following:
 - 2.1 Schedule, school, position for reclassification, and list of applicants
 - 2.2 Composition of the HRMPSB
3. As part of the Interim Guidelines on Appointments and Other Human Resource Actions (IGA-OHRA) and the SDO's adherence to IATF's health and safety protocols, the selection process will be conducted virtually.
4. This Office emphasizes the provision of equal employment opportunity to all qualified applicants who meet the Qualification Standards (QS). There shall be no discrimination in the selection of employees on account of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliations. (2017 ORA-OHRA Rule IX. Sec. 83 page 17)
5. The following DepEd Orders shall be used in the evaluation of documents:

POSITION FOR RECLASSIFICATION	DEPED ORDER
Master Teacher	MEC Order 10, s. 1979
Head Teacher	DepEd Order 42, s. 2007
Principal	DepEd Order 97, s. 2011

6. Immediate and wide dissemination of this Memorandum is highly desired.


ZENIA G. MOSTOLES, EdD CESO V
 Schools Division Superintendent 

/HRMPSB-Sec



Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan
 website: <https://bulacandeped.com> email: bulacan@deped.gov.ph



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Enclosure No. 1 to Division Memorandum No. 306 s. 2021

Schedule, School, Position for Reclassification, and List of Applicants

Date: January 5, 2022

I. Orientation of All Applicants - 8:30 – 9:00

II. Evaluation of Documents for Applicants for MT – 9:00 – 12:00

III. Online Examination of HT and Principal Applicants – 9:00 – 12:00

IV. Interview of HT Applicants of Sta. Maria NHS – 2:30 – 5:00

TIME	SCHOOL	POSITION FOR RECLASSIFICATION	APPLICANT
9:00 – 9:15	Sta. Maria NHS	Master Teacher I – Math	Alvin F. Bartolome
9:15- 9:30	Sta. Maria NHS	Master Teacher I – Araling Panlipunan	Maribeth A.. Calalang
9:30 – 9:45	Sta. Maria NHS	Master Teacher I – Araling Panlipunan	Marianne P. Samonte
9:45-10:00	Sta. Maria NHS	Master Teacher I - English	Ma. Cecilia G. Armenion
10:00 – 10:15	Sta. Maria NHS	Master Teacher I - English	Catherine G. Pabilona
10:15 – 10:30	Sta. Maria NHS	Master Teacher I - English	Kimberly M. Trestiza
10:30 – 10:45	Sta. Maria NHS	Master Teacher I - Filipino	Angelyn L. Jabinar
10:45 – 11:00	Sta. Maria NHS	Master Teacher I - Science	Jenifer T. Abello
11:00-11:15	Sta. Maria NHS	Master Teacher II - TLE	Jose Arthur B. Tijam, Jr.
11:15 – 11:30	Banga HS	Master Teacher I - Science	Maria Ana P. Galang
11:30 – 11:45	Banga HS	Master Teacher I - Science	Aldvin B. Evangelista
11:45 – 12:00	Banga HS	Master Teacher I – English	Ginaline R. Manapat
12:00 – 1:00	LUNCH BREAK		
1:00 – 1:15	Banga HS	Master Teacher I - English	Maricris L. Mariano
1:15 – 1:30	Banga HS	Master Teacher I – MAPEH	Raffy O. Capulong
1:30-1:45	Virgen Delas Flores HS	Master Teacher I - TLE	Rosemarie C. Tiquia



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1:45-2:00	Virgen Delas Flores HS	Master Teacher I - TLE	Marivic M. Dela Cruz
2:00-2:15	Virgen Delas Flores HS	Master Teacher I - Math	Joseph L. De Luna
2:15-2:30	Virgen Delas Flores HS	Master Teacher I - Science	Emmylou M. Balmeo
2:30 - 5:00	INTERVIEW OF HT Applicants of Sta. Maria NHS		

Date: **January 6, 2022**

TIME	SCHOOL	POSITION FOR RECLASSIFICATION	APPLICANT
8:30 - 8:45	Sta. Maria NHS	Head Teacher I - Mathematics	Imelda A. Porciuncula
8:45 - 9:00	Sta. Maria NHS	Head Teacher I - Araling Panlipunan	Judella H. Bonifacio
9:00 - 9:15	Sta. Maria NHS	Head Teacher I - English	Maribel C. Fabian
9:15 - 9:30	Sta. Maria NHS	Head Teacher I - Filipino	Cristina B. Guyo
9:30 - 9:45	Sta. Maria NHS	Head Teacher I - MAPEH	Maria Elena G. Dela Cruz
9:45 - 10:00	Banga HS	Head Teacher I - Science	Maria Ana P. Galang
10:00 - 10:15	Banga HS	Head Teacher I - Science	Aldvin B. Evangelista
10:15 - 10:30	Banga HS	Head Teacher I - English	Ginaline R. Manapat
10:30 - 10:45	Banga HS	Head Teacher I - English	Maricris L. Mariano
10:45 - 11:00	Banga HS	Head Teacher I - TLE	Ma. Zusette C. Ayag
11:00 - 11:15	Banga HS	School Principal I	Gloria Villanueva
11:15 - 11:30	LUNCH BREAK		
11:30-12:00	Virgen Delas Flores Hs	Head Teacher I - Filipino	Christine Lhalane C. Cruz
12:00-1:00	LUNCH BREAK		
1:00 - 1:15	Virgen Delas Flores Hs	Head Teacher I - Filipino	Mhoollee E. Mongaya
1:15 - 1:30	Virgen Delas Flores Hs	Head Teacher I - English	Catherine Joy G. Balatbat
1:30 - 1:45	Virgen Delas Flores Hs	Head Teacher I - Math	Gerard Joseph C. Balatbat
1:45-2:00	Virgen Delas Flores Hs	Head Teacher I - Science	Irene Valerie P. Cuizon
2:00 - 2:15	Virgen Delas Flores Hs	Head Teacher I - TLE	Lorna P. Estonio
2:15 - 2:30	Virgen Delas Flores Hs	School Principal III	Khristian S. Liwanag
2:30 - 5:00	INTERVIEW of HT and Principal applicants of Banga HS and Virgen delas Flores HS		

January 7, 2022 - 10:00 AM - Announcement of Results



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Enclosure No. 2 to Division Memorandum No. 306 s. 2021

COMPOSITION OF THE DIVISION HRMPSB

I. For Master Teacher and Head Teacher

Chairperson	-	Rowena T. Quiambao, CESE	-ASDS
Members	-	Gregorio C. Quinto, Jr., EDD	-CID Chief
		Josefina S. Pedroche	-AO V
		Victoria O. Madrigal	-AO IV, Personnel Unit
		School Heads recommending reclassification	

For Principals

Chairperson	-	Rowena T. Quiambao, CESE	-ASDS
Members	-	Cecilia S. Custodio, PhD	-SGOD Chief
		Josefina S. Pedroche	-AO V
		Victoria O. Madrigal	-AO IV, Personnel Unit
		Cesar V. Valondo	- PSSPA President

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