



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

**Office of the Schools Division  
Superintendent**

MEMORANDUM

MLA-2023- 632

TO : (Please see attached list)

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

FROM : **NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
*9/11/23*

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

DATE : **September 11, 2023**

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/  
September 11, 2023

7 3 SEP 2023



**Address:** Kagawasan 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

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

NO.	NAME	POSITION	DATE OF ISSUANCE	STATION/DISTRICT	SCHEDULE/S FOR THE SIGNING OF APPOINTMENTS
<b>c/o Gemmalyn B. Villarejo</b>					
<b>SUBSTITUTE</b>					
1	LIANEZA C. CABILDO	SUBSTITUTE TEACHER	09/14/2023	AYUNGON II	<b>September 11, 2023</b>
2	MAY FATIMA M. PADORA	SUBSTITUTE TEACHER	09/04/2023	AYUNGON I	<b>September 11, 2023</b>
3	QUEENJAN SHEIRRALEE E. BATRALO	SUBSTITUTE TEACHER	08/29/2023	BACONG	<b>September 8, 2023</b>
4	AUBREY LORRAINE P. GAROL	SUBSTITUTE TEACHER	08/29/2023	MABINAY II	<b>September 8, 2023</b>
5	CHARMAGNE L. BALLESPIN	SUBSTITUTE TEACHER	09/11/2023	MABINAY III	<b>September 8, 2023</b>
6	MARIA JASMIN A. TAÑESA	SUBSTITUTE TEACHER	09/01/2023	NOHS	<b>September 8, 2023</b>
7	FEELROSS R. CADAVEDO	SUBSTITUTE TEACHER	09/04/2023	NOHS	<b>September 8, 2023</b>
8	LYNDON D. PATROCINIO	SUBSTITUTE TEACHER	09/04/2023	SANTA CATALINA I	<b>September 11, 2023</b>
9	REGINE MARIELLE R. RUSELL	SUBSTITUTE TEACHER	09/04/2023	SIBULAN I	<b>September 8, 2023</b>
10	JEANETTE B. BAGTOC	SUBSTITUTE TEACHER	08/29/2023	VALENCIA	<b>September 8, 2023</b>
<b>REAPPOINTMENT (RENEWAL)</b>					
11	JAIME J. PIALAGO JR.	SPST I (SHS)	08/29/2023	SIATON IV	<b>September 12, 2023</b>
12	GIGI P. CONIENDO	TEACHER II (SHS)	08/29/2023	MABINAY IV	<b>September 12, 2023</b>



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Schools Division OF NEGROS ORIENTAL

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

NAME	POSITION	DATE OF ISSUANCE	STATION/DISTRICT		DATE OF SIGNING
<b>SUBSTITUTE</b>					
GRACE ANTHONETTE R. ARANAS	SUBSTITUTE	09/07/2023	SIBULAN I		09/13/2023
JOE V. TOLIN	SUBSTITUTE	09/11/2023	MABINAY II		09/13/2023
JOAN MAY B. LIBRADILLA	SUBSTITUTE	09/11/2023	MABINAY III		09/13/2023
JEORJILIN C. NARCISO	SUBSTITUTE	09/14/2023	MABINAY III		09/13/2023
CHIRILL A. PEDROZA	SUBSTITUTE	09/14/2023	SIBULAN II		09/13/2023
MARIECRIS D. BANDOSA	SUBSTITUTE	09/14/2023	SIBULAN II		09/13/2023
NERI MAE T. EREDIANO	SUBSTITUTE	09/11/2023	MABINAY IV	8:00-11:30am	09/14/2023
MAE ANN E. DELA PEÑA	SUBSTITUTE	09/11/2023	MABINAY IV	8:00-11:30am	09/14/2023
JANE MARIE CALIBAT	SUBSTITUTE	09/11/2023	SIBULAN I	8:00-11:30am	09/14/2023
RAIZEL R. SAMBON	SUBSTITUTE	09/11/2023	MABINAY IV	8:00-11:30am	09/14/2023
<b>PROMOTION</b>					
DAISY JANE L. DAGODOG	TEACHER III	09/04/2023	AMLAN		09/13/2023
MARVELYN S. GUTIB	TEACHER I	09/07/2023	AMLAN		09/13/2023
CHARLES N. SILVA	TEACHER I	09/07/2023	MABINAY I		09/13/2023
<b>RECLASSIFICATION</b>					
NIÑO GIL O. VALDEZ	TEACHER III	09/07/2023	MABINAY II		09/13/2023



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**3rd Congressional District (Elementary)**

NO.	NAME	POSITION TITLE	DATE OF ISSUANCE	STATION/DISTRICT	DATE OF SIGNING
<b>c/o Jonalyn E. Cuenca (HRMU) (8:00-10:00 am ONLY)</b>					
1	AINNELYN M. TUBOG	SUBSTITUTE TEACHER I	09/01/2023	VALENCIA	September 13, 2023
2	ELMA M. CABALLO	SUBSTITUTE TEACHER I	08/29/2023	BACONG	September 13, 2023
3	JESSA MAE D. PARTOSA	SUBSTITUTE TEACHER I	09/04/2023	ZAMBOANGUITA I	September 13, 2023
4	IRISH V. TANTAY	SUBSTITUTE TEACHER I	08/29/2023	BACONG	September 13, 2023
5	RIZALIE C. CADIZ	SUBSTITUTE TEACHER I	08/29/2023	BACONG	September 13, 2023
6	RICHIE B. DINGAL	SUBSTITUTE TEACHER I	09/14/2023	STA. CATALINA II	September 13, 2023
7	LAGER WEY T. VILLEGAS	SUBSTITUTE TEACHER I	08/29/2023	BACONG	September 13, 2023
8	ROCIL R. CATAÑAR	SUBSTITUTE TEACHER I	09/01/2023	STA. CATALINA IV	September 13, 2023
9	SUNSHINE A. QUITAY	SUBSTITUTE TEACHER I	08/29/2023	SIATON II	September 13, 2023
10	RENEE ROSE V. MATE	SUBSTITUTE TEACHER I	09/04/2023	DAUIN	September 13, 2023
11	MEZIL A. TORRES	SUBSTITUTE TEACHER I	09/11/2023	VALENCIA	September 13, 2023
12	DANICA CLYTE G. DINGAL	SUBSTITUTE TEACHER I	09/11/2023	BACONG	September 13, 2023
13	JAZELLE ANN S. CANTOJOS	SUBSTITUTE TEACHER I	09/11/2023	STA. CATALINA II	September 13, 2023
14	JUVALENE V. JAURIGUE	SUBSTITUTE TEACHER I	09/11/2023	STA. CATALINA II	September 13, 2023
15	ADA MAE D. TAPIA	TEACHER I	09/14/2023	BACONG	September 13, 2023
16	JOHN JOHN L. TORO	TEACHER I	09/14/2023	VALENCIA	September 13, 2023