



Republic of the Philippines
Department of Education
 REGION XI
 SCHOOLS DIVISION OF DAVAO ORIENTAL

Office of the Schools Division Superintendent

SEP 16 2024

DIVISION MEMORANDUM
 No. 092 s. 2024

LIST OF TEACHERS WITH APPROVED NOSCA BASED ON APPROVED EQUIVALENT RECORD FORMS (ERFs), CONVERSION TO MASTER TEACHER, AND RECLASSIFICATION OF SCHOOL HEAD POSITION BY ACADEMIC/SUBJECT AREA (BATCH 7)

TO : **Public Schools District Supervisors**
School Heads of Public Elementary & Secondary Schools
All Others Concerned

This Office extends its **CONGRATULATIONS** to the following list of teachers with approved Notices of Organization, Staffing and Compensation Action (NOSCA) effecting the reclassification based on approved Equivalent Record Forms (ERFs), Conversion to Master Teachers, and Reclassification of School Head Position by Academic/Subject Area.

NAME	POSITION	
	FROM	TO
ELEMENTARY		
1. RECITAS, ARA O.	TEACHER I	SPECIAL EDUCATION TEACHER I
2. GANDONG, CHARMAE ANN G.	TEACHER I	SPECIAL EDUCATION TEACHER I
3. DELIGERO, GRACE C.	MASTER TEACHER II	MASTER TEACHER III
JUNIOR HIGH SCHOOL NON-IU'S		
4. FELIX, EDNYCEL R.	TEACHER I	TEACHER II
5. NUDALO, SHARON ROSE D.	TEACHER I	TEACHER II
6. DANDA, ANGELICA M.	TEACHER I	TEACHER II
7. MASALING, LOVELY JOY T.	TEACHER III	HEAD TEACHER I
8. VASQUEZ, YOLYGEN P.	MASTER TEACHER I	MASTER TEACHER II
JUNIOR HIGH SCHOOL IU		
9. HIPOLITO, ALDEN G.	HEAD TEACHER III	HEAD TEACHER VI

Please comply the pertinent documents/requirements needed for the processing of your appointment papers listed below and submit upon completion on or before **September 30, 2024** to the Personnel Section of DepEd, Division of Davao Oriental.

No. of Copies	CSC COPY (1 WHITE FOLDER)	No. of Copies	DIVISION COPY (1 WHITE FOLDER)
1	PERSONAL DATE SHEET (CS FORM 212 Revised 2017)	1	PERSONAL DATE SHEET (CS FORM 212 Revised 2017)
1	WORK EXPERIENCE SHEET (Attachment to CS Form 212)	1	WORK EXPERIENCE SHEET (Attachment to CS Form 212)
1	RENEWED PRC LICENSE (Original PRC Authenticated with dry seal)	1	RENEWED PRC LICENSE (Original PRC Authenticated with dry seal)



Address: **Government Center, Dahican, Mati City, Davao Oriental**
 Telephone Number: **(087) 388-3372**
 Email Address: davao.oriental@deped.gov.ph

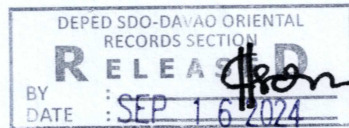
ISO 9001:2015
 CERTIFIED



1	PRC BOARD CERTIFICATE/CERTIFICATE OF RATING (Original PRC Authenticated with dry seal)	1	PRC BOARD CERTIFICATE/CERTIFICATE OF RATING (Original PRC Authenticated with dry seal)
1	ORIGINAL PSA/NSO BIRTH CERTIFICATE	1	PHOTOCOPY of PSA/NSO BIRTH CERTIFICATE
1	ORIGINAL PSA/NSO MARRIAGE CERTIFICATE (For Female married)	1	PHOTOCOPY of PSA/NSO MARRIAGE CERTIFICATE (For Female Married)
1	POSITION DESCRIPTION FORM (DBM-CSC Form No. 1)	1	POSITION DESCRIPTION FORM (DBM-CSC Form No. 1)
1	TRANSCRIPT OF RECORDS (MA & College) with CAV from CHED	1	TRANSCRIPT OF RECORDS (MA & College) with CAV from CHED
1	SPECIAL ORDER (For Private Universities/Colleges)	1	SPECIAL ORDER (For Private Universities/Colleges)
		1	UPDATED SERVICE RECORD (Signed by Division AO)
		1	LIST OF IN-SERVICE TRAININGS/SEMINARS ATTENDED
		1	SUMMARY OF RATING FOR THE LAST THREE (3) CONSECUTIVE RATING PERIOD
		1	PHOTOCOPY OF LATEST APPOINTMENT
		1	STATEMENT OF ASSETS, LIABILITIES & NET WORTH (SALN) Original
NOTE: ALL REQUIREMENTS MUST BE PLACED IN WHITE FOLDERS ARRANGED ACCORDING TO THE LIST ABOVE. PAPER FASTENER MUST BE ON THE UPPER PORTION OF THE PAPER.			
**PHOTOCOPIED DOCUMENTS MUST BE CERTIFIED BY THE PRINCIPAL/PSDS			
*** PLEASE ATTACH THIS PIECE OF PAPER			

Immediate dissemination of this Memorandum is highly desired.

DR. JOSEPHINE L. FADUL
Schools Division Superintendent



OSDS/rww



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