




Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

04 March 2024

DIVISION MEMORANDUM
No. 148, s. 2024

**DEPLOYMENT OF NON-TEACHING PERSONNEL TO
THE SCHOOLS/DISTRICTS/DIVISION OFFICE**

To: Assistant Schools Division Superintendent
Curriculum and Implementation Division
Schools Governance and Operations Division
Section Heads
School Heads
All Others Concerned

- 
1. Pursuant to RM No. 1025, s. 2023, DM-OUHROD-2024-0123, Memorandum DM-OUHROD-2024-0270 and in response to DepEd Order No. 2, s. 2024 on the Removal of Administrative Tasks of Public School Teachers, the field and all others concerned are informed that the following non-teaching personnel are hereby DEPLOYED/REASSIGNED in accordance with the allocation and deployment policies of their respective plantilla items.
 2. In accordance with the issued implementation strategy on the removal of administrative tasks of Public School teachers, the said non-teaching personnel shall handle a cluster of schools as specifically identified by the Human Resources Section and the Planning & Research Section.
 3. Cluster of schools without corresponding AOII shall be temporarily handled as additional school clusters of the AOII handling the most proximate school cluster pending approval of the request for additional funding for school intended non-teaching personnel.
 4. Attached hereto is the deployment matrix for Administrative Officers II and their school/cluster assignment as Annex A; Annex B for Administrative Assistant III and Administrative Assistant II (financial staff) for clustered Elementary Schools; Annex C for Administrative Assistant III and Administrative Assistant II (financial staff) for clustered Junior and Senior High Schools; and Annex D for Administrative Assistant II (clerical) for Senior High Schools.



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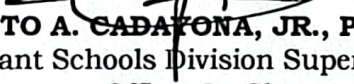


5. All concerned non-teaching personnel are enjoined to attend an orientation on Wednesday, March 6, 2024 at the SDO Conference Hall. All Administrative Officers II and PDO I are scheduled for orientation in the morning at 9:00 o'clock while orientation for all Administrative Assistant II and Administrative Assistant III shall be in the afternoon at 2:00 o'clock in the same venue. This memorandum shall serve as Travel Authority.

6. All concerned school heads are requested to provide concurrence to with the aforementioned reassignment and immediately process and release the appropriate documents/clearances of their respective personnel.

7. Immediate dissemination and compliance of this memorandum are desired.




MARGARITO A. CADAYONA, JR., PhD., CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl.: SDO Calbayog Deployment Matrix

Reference: N o n e

To indicated in the Perpetual Index

Under the following subjects:


ASSIGNMENT/REASSIGNMENT
OFFICIALS POSITIONS

OSDS-003/March 4, 2024




P2 Brgy. Hamorawon, Calbayog City, Samar
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




 Republic of the Philippines
Department of Education
 REGION VIII
 SCHOOLS DIVISION OF CALBAYOG CITY


DEPLOYMENT MATRIX FOR ADMINISTRATIVE OFFICER II AND PROJECT DEVELOPMENT OFFICER I
 PER RM. 392 S. 2020, RM. 129 S. 2021, RM. 1025 S. 2023


Name of Incumbent	CURRENT POSITION	CURRENT STATION	NEW POSITION	NEW STATION	District	REMARKS
Mary Grace Juanerio Garcia	Administrative Officer II	Carayman Elementary School	Administrative Officer II	Carayman Elementary School	Calbayog I	
				Rizal 1 Elementary School		
				Cagboborac Elementary School		
Hermie Francisco Alcera	Administrative Officer II	Tinambacan III District	Administrative Officer II	Seven Hills National High School	Calbayog I	
				Caballero Elementary School		
				Cagbanayacao Elementary School		
Anna Marie V. Refe		Newly Hired	Administrative Officer II	Pinamurotan IS	Calbayog I	
				Calucnayan Elementary School		
				Naga Elementary School		
Kaye B. Mejica		Newly Hired	Administrative Officer II	Salvacion ES	Calbayog I	
				Olera Elementary School		
				Cogon Elementary School		
Duane Tristan Santiago Collosa	Administrative Officer II	Calbayog 5 District	Administrative Officer II	Carayman National High School	Calbayog I	
				Higasaan Elementary School		
				Mabini I Elementary School		
Kristine Guades Malinog	Administrative Officer II	Calbayog 2 District	Administrative Officer II	Calbayog Pilot Elementary School	Calbayog II	
Reggie C. Halabasa	ADAS III	Admin Section	PDO I	Calbayog Pilot Elementary School	Calbayog II	
Jennifer Carig Zamora	Administrative Officer II	Dagum Elementary School	Administrative Officer II	Dagum Elementary School	Calbayog II	
				Capoocan Elementary School		
Eliseo Amatosa	ADAS I	Budget Section	PDO I	Dagum Elementary School	Calbayog II	
Dell Christine Villocero Aniban	Administrative Officer II	Accounting Section	Administrative Officer II	Carmen Elementary School	Calbayog II	
				Tabawan Integrated School	Calbayog IV	
Rocelle Charisma R. Dianito	Administrative Officer II (Senior High)	Accounting Section	Administrative Officer II	Bagacay Integrated School	Calbayog II	
Jay-ar John Ong Panoy	Administrative Officer II	Admin-Payroll Section	Administrative Officer II	Matobato Elementary School	Calbayog II	
Jehra Mae S. Dagami	ADAS III	Calbayog I District	Administrative Officer II	Cacaransan Elementary School	Calbayog II	
				Pagbalcan Elementary School		
				Rawis Elementary School		
Mary Jane Toribio Bulan	Administrative Officer II	Calbayog 3 District	Administrative Officer II	Obrero Elementary School	Calbayog II	
				Guinbaayan Norte Elementary School	Calbayog III	
				Guinbaayan Sur Elementary School		
Kristabel Cabral-Notarte	Administrative Officer II	Calbayog SPED Center	Administrative Officer II	Calbayog City SPED Center	Calbayog III	Additional Cluster (pending request for additional funding)
				Sinantan Elementary School	Calbayog III	
				Alibaba Elementary School	Calbayog III	
				Tapae Elementary School	Calbayog III	
Sharon Mancol Gozalbo	Administrative Officer II (Senior High)	Accounting Section	Administrative Officer II	Calbayog City National High School	Calbayog III	
Ma. Joan Lentejas Tocayon	Administrative Officer II	Calbayog East Central School	Administrative Officer II	Calbayog East Central School	Calbayog IV	Additional Cluster (pending request for additional funding)
				La Paz Elementary School	Calbayog IV	
				Osmeña Elementary School		
				Migara National High School		

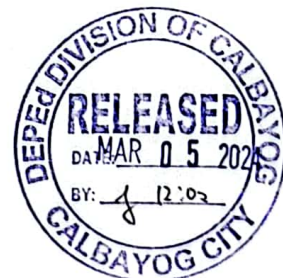
Prepared by:

JENNIFER C. ALVAREZ
 Administrative Officer II

Concurred by

GRACE S. PAGUNSAN
 Administrative Officer V

Reviewed by

GALINA J. PANELA
 Senior Education Program Specialist

Recommending approval:

JUN-NILOU D. DULFO, PhD
 OIC - Assistant Schools Division Superintendent

Approved:

MARGARITO A. CADANONA JR., PhD CESO VI
 Assistant Schools Division Superintendent
 Officer In-Charge
 Office of the Schools Division Superintendent



Incumbent	CURRENT POSITION	CURRENT STATION	NEW POSITION	NEW STATION	District	REMARKS
Rica Monique Durmiendo Manco	Administrative Officer II	Calbayog 4 District	Administrative Officer II	Calbayog City Night High School	Calbayog III	
				Villahermosa Elementary School		
				Esperanza Elementary School		
				San Antonio Elementary School		
				San Jose Integrated School		
				Langoyon Elementary School		
Marilyn Mirhan Villanueva	Administrative Officer II	Calbayog 1 District	Administrative Officer II	Nijaga Elementary School	Calbayog IV	
				Guin-on Elementary School		
				Maybog Elementary School		
				Migara Elementary School		
				Patong-Happy Valley Integrated School		
				Bagong Lipunan Elementary School		
Jucelyn L. Bacalso	ADAS III	Calbayog 4 District	Administrative Officer II	Palanogan-Oriental Elementary School	Calbayog IV	
				Palanogan Occ. Elementary School		
				Homorawon Elementary School		
				Giragaan Elementary School		
				Panonongan Elementary School		
				Victory Elementary School		
Lorraine Baylon Calong	Administrative Officer II	San Policarpo Elementary School	Administrative Officer II	San Policarpo Central Elementary School	Calbayog V	
				Roxas I Elementary School		
				Jimautan Elementary School		
				Canjumadac Integrated School		
				Navarra Elementary School		
				Bantay Elementary School		
Aliza Borela Roa	ADAS II	SGOD	PDO I	San Policarpo Central Elementary School	Calbayog V	
Leah D. Balane	Administrative Officer II (Senior High)	SDS Office	Administrative Officer II	San Policarpo National High School	Calbayog V	
Warlito Delmiguez Sabanao	Administrative Officer II	San Policarpo NHS	Administrative Officer II	Gadgaran Integrated School	Calbayog V	
				Looc Elementary School		
				Soputan Elementary School		
				Gabay Elementary School		
Marjun R. Magistrado	ADAS III	Tinambacan II District	Administrative Officer II	Dinawacan Elementary School	Calbayog V	
				Maysalong Elementary School		
				Nag-uma Elementary School		
				Acedilla Integrated School		
				Calbayog Arts & Design School of EV (CADSEV)		
Ma. Aleta Yvonne F. Guades	ADAS III	Calbayog 5 District	Administrative Officer II	Tanval Elementary School	Calbayog V	
				Gelino Elementary School		
				Trinidad National High School		
Maria Marites Arangorin Cailo	Administrative Officer II	Calbayog 2 District	Administrative Officer II	Trinidad Central Elementary School	Calbayog VI	
				Cahumpan Elementary School	Calbayog VI	
				Buenavista Elementary School		
				Tigbe Elementary School		
Leviresa G. Barniso	ADAS III	Accounting Section- PRE AUDIT	Administrative Officer II	Anislag Elementary School	Calbayog VI	
				Palanas Elementary School		
				Lonoy Integrated School		
				Begaho Elementary School		
				Cabugawan Primary School		
				Cagbihwang Elementary School		

Prepared by:


JENNIFER C. ALVAREZ
 Administrative Officer II

Concurred by:


GRACE S. PAGUNSAN
 Administrative Officer V


Reviewed by:

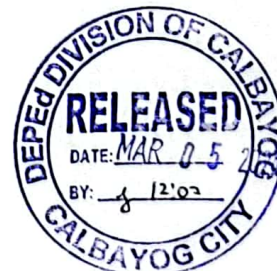

GALINA F. PANELA
 Senior Education Program Specialist

Recommending approval:
JUN-NILOU D. DULFO PhD

OIC - Assistant Schools Division Superintendent

Approved:


MARGARITO A. CADIZ, PhD CESO VI
 Assistant Schools Division Superintendent
 Officer In-Charge
 Office of the Schools Division Superintendent



Carla Marie S. Sobaño	ADAS III	Oquendo 2 District	Administrative Officer II	Callihan Elementary School	Calbayog VI		
				Cagsalaosa Elementary School			
				Limarayan Integrated School	Calbayog VI		Additional Cluster (pending request for additional funding)
				Ilasud Integrated School			
KIII KIII Elementary School							
Aiza L. Balwing	ADAS III	Oquendo 2 District	Administrative Officer II	Gasdo Elementary School	Oquendo I		
				Longsob Elementary School			
				Mabini II Integrated School			
				Rizal II Elementary School	Oquendo I		Additional Cluster (pending request for additional funding)
				Dinagan Elementary School			
				Catabunan Elementary School			
Oquendo National High School							
Roxanne J. Rosales	ADAS III	Oquendo National High School	Administrative Officer II	Mancol Elementary School	Calbayog VI		
				Cabadiangan Elementary School			
				Jacinto Elementary School			
				Mag-Ubay Elementary School	Oquendo II		Additional Cluster (pending request for additional funding)
				Baja Elementary School			
Panoyoy Integrated School							
Mylyn Santiso Cano	Administrative Officer II	Oquendo 1 District	Administrative Officer II	Oquendo Central Elementary School	Oquendo I		
				Sinidman Occ. Elementary School			
				Nabang Elementary School			
				Cabicahan Integrated School	Oquendo I		Additional Cluster (pending request for additional funding)
				Dinabongan Elementary School			
Cabacungan Elementary School							
Rizalyn M. Marcial	ADAS III	Oquendo I District	Administrative Officer II	Libertad Elementary School	Oquendo I		
				Sinidman Or. Elementary School			
				Mag-ubay National High School	Oquendo II		Additional Cluster (pending request for additional funding)
				Lapaan Integrated School			
				Obo-ob Elementary School			
				Talahiban Elementary School			
				Hibabangan Elementary School			
				Caybago Elementary School			
				Cagbayang Integrated School			
				Hibuhatan Elementary School			
				Alang-Alang Elementary School			
Quezon Elementary School							
Clarido, Ronnel Domayan	Administrative Officer II	Oquendo 3 District	Administrative Officer II	Cag-Anahaw Elementary School	Oquendo II	Additional Cluster (pending request for additional funding)	
				San Rufino Elementary School			
				Pilar Elementary School	Oquendo III		Additional Cluster (pending request for additional funding)
				Cag-anibong Elementary School	Oquendo III		
				Manuel Barral Sr. Elementary School	Oquendo III		
				Pilar National Agricultural High School	Oquendo III		
				Panlayahan Elementary School	Oquendo III		
				Bayo Elementary School	Oquendo III		
				Roxas II Elementary School	Oquendo III		
Sigo Elementary School	Oquendo III						
Dawa Integrated School	Oquendo III						
Bangale, Naomi Talahiban	Administrative Officer II	Tinambacan II District	Administrative Officer II	Mawocat Integrated School	Oquendo III	Additional Cluster (pending request for additional funding)	
				Macatingog Integrated School			
				Cabatuan National High School			

Prepared by:

JENNIFER C. ALVAREZ
Administrative Officer II

Concurred by

GRACE S. PAGUNSAN
Administrative Officer V

Reviewed by

GALINA T. PANELA
Senior Education Program Specialist

Recommending approval:
JUN-NILOU D. DULFO PhD

OIC - Assistant Schools Division Superintendent

Approved:

MARGARITO A. CADAONAN, PhD CESO VI
Assistant Schools Division Superintendent
Officer In Charge
Office of the Schools Division Superintendent



Giovannie O. Desquitado	ADAS III	Calbayog City High	Administrative Officer II	Cabatuan Elementary School	Oquendo III						
				Mantaong Elementary School							
				San Isidro Elementary School							
				De Victoria Elementary School							
			Administrative Officer II	Capacuhan Elementary School	Oquendo II	Additional Cluster (pending request for additional funding)					
				Tarabucan Central School (District Center)							
				Tarabucan National High School							
Genelyn C. Mancol	ADAS III	Trinidad NHS	Administrative Officer II	Salhag ES	Tinambacan I						
				Malojog Integrated School							
				Tomallgues Integrated School							
Marchel Picardal			Administrative Officer II	Tinambacan Central Elementary School	Tinambacan I						
				Malopalo Elementary School							
				Marcatubig Elementary School							
Katherin Asoy Capalis	ADAS III	Calbayog 3 District	PDO I	Tinambacan Central Elementary School	Tinambacan I						
Therence James Prudenciado	Administrative Officer II	Accounting Section- PRE AUDIT	Administrative Officer II	Danao I Elementary School	Tinambacan I						
				Amampocang Elementary School							
				Bante Elementary School							
Alejandro Cagomoc	Administrative Officer II	Calbayog City High	Administrative Officer II	R. Lentejas Mem. School Of Fisheries	Tinambacan I	Additional Cluster (pending request for additional funding)					
				San Joaquin Central Elementary School	Tinambacan II	Additional Cluster (pending request for additional funding)					
				Binaliw Elementary School	Tinambacan II						
				Cag-alongo Elementary School							
Lloyd Martin Marcial	Administrative Officer II	Oquendo 2 District	Administrative Officer II	Baay Elementary School	Tinambacan II	Additional Cluster (pending request for additional funding)					
				Bantian Elementary School							
				San Joaquin NHS - Manguino-o Annex School							
				Manguino-o Elementary School							
Randy T. Mu ñez	ADAS III	Tinambacan 3 District	Administrative Officer II	San Joaquin National High School	Tinambacan II						
				Cagnipa ES							
				Tinaplacan ES	Tinambacan III						
				Cagmanipis Norte Integrated School							
				Cagmanipis Sur Elementary School							
								Administrative Officer II	Caglanipao Sur Integrated School	Tinambacan III	Additional Cluster (pending request for additional funding)
									Bugtong Elementary School		
									Malayog Elementary School		
Malaga Central Elementary School											
Malaga National High School											
Joseph Amita	Administrative Officer II	Tinambacan I District	Administrative Officer II	Peña I Elementary School	Tinambacan III						
				Peña I National High School							
				Peña II Elementary School							
				Danao II Elementary School							
				Cangomaod Elementary School							


Prepared by:


JENNIFER C. ALVAREZ
Administrative Officer II

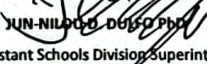
Concurred by


GRACE S. PAGUNSAN
Administrative Officer V

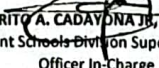
Reviewed by


GALINA M. PANELA
Senior Education Program Specialist

Recommending approval


JUN-NILDA DELA CRUZ
OIC - Assistant Schools Division Superintendent

Approved:


MARGARITO A. CADAYONA JR., PhD CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent




 Republic of the Philippines
Department of Education
 REGION VIII
 SCHOOLS DIVISION OF CALBAYOG CITY


DEPLOYMENT MATRIX
 ADMINISTRATIVE ASSISTANT III AND ADMINISTRATIVE ASSISTANT II


Per Proposed Allocation by the Regional Office 8 of Senior Bookkeeper and Disbursing Officer II for Central Schools
SY 2017-2018

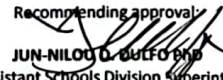
Name of Incumbent	CURRENT POSITION	CURRENT STATION	NEW STATION	District
VACANT	ADAS III			
Jun Carlo Dealagdon Gacola	ADAS II	Accounting Section	Carayman Elementary School	Calbayog I
			Rizal 1 Elementary School	
			Calucnayan Elementary School	
			Caballero Elementary School	
			Cagbanayacao Elementary School	
			Pinamurotan Elementary School	
			Cagboborac Elementary School	
			Naga Elementary School	
			Salvacion Elementary School	
			Olera Elementary School	
			Cogon Elementary School	
			Higasaan Elementary School	
			Mabini I Elementary School	
Charina Ebardone Balane	ADAS III	Calbayog II District	Calbayog Pilot Elementary School	Calbayog II
Charles Ivan Donel Baldomaro	ADAS II	Calbayog II District	Dagum Elementary School	
			Capoocan Elementary School	
			Dagum Elementary School	
			Carmen Elementary School	
			Matobato Elementary School	
			Cacaransan Elementary School	
			Rawis Elementary School	
			Obrero Elementary School	
			Pagbalican Elementary School	
Joel Muncada Nicolasora	ADAS III	Tinambacan I District	Calbayog City SPED Center	Calbayog III
Steven Mark Merencillo Joriza	ADAS II	Calbayog III District	Guinbaayan Norte Elementary School	
			Guinbaayan Sur Elementary School	
			Sinantan Elementary School	
			Alibaba Elementary School	
			Langoyon Elementary School	
			Villahermosa Elementary School	
			Esperanza Elementary School	
			San Antonio Elementary School	
			Tapae Elementary School	
Ivy Marquez Lentejas	ADAS III	Cashier	Calbayog East Central School	Calbayog IV
Annabel Boco Hermosa	ADAS II	Accounting Section	Giragaan Elementary School	
			Panonongan Elementary School	
			La Paz Elementary School	
			Osmeña Elementary School	
			Nijaga Elementary School	
			Migara Elementary School	
			Bagong Lipunan Elementary School	
			Hibatang Elementary School	
			Palanogan-Oriental Elementary School	
			Palanogan Occ. Elementary School	
			Hamorawon Elementary School	
			Guin-on Elementary School	
			Maybog Elementary School	
			Victory Elementary School	

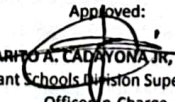
Prepared by:

JENNIFER C. ALVAREZ
 Administrative Officer II

Concurred by

GRACE S. PAGSANSAN
 Administrative Officer V

Reviewed by

GALINA V. PANELA
 Senior Educational Program Specialist

Recommending approval:

JUN-NILOU D. BULFO
 OIC - Assistant Schools Division Superintendent

Approved:

MARGARITO A. CADAYONA JR., PhD CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent




Name of Incumbent	CURRENT POSITION	CURRENT STATION	NEW STATION	District
Abigail Perito Dionisio Neil Jose Anaviso Tangonan	ADAS III ADAS II	SDS Office Calbayog 5 District	San Polcarpo Central Elementary School Roxas I Elementary School Jimautan Elementary School San Polcarpo Central Elementary School Navarra Elementary School Gelina Elementary School Looc Elementary School Saputan Elementary School Gabay Elementary School Maysalong Elementary School Dinawacan Elementary School Nag-uma Elementary School Tanval Elementary School Bontoy Elementary School	Calbayog V
Jay Carlo Dialino Prudenciado NO ALLOCATION	ADAS III	Oquendo 3 District	Trinidad Central Elementary School Cabadiangan Elementary School Jacinto Elementary School Cahumpan Elementary School Anislag Elementary School Callihan Elementary School Basud Integrated School Buenvista Elementary School Gasdo Elementary School Cagsalaosao Elementary School Tigbe Elementary School Mancol Elementary School Palanas Elementary School Kili-Kili Elementary School	Calbayog VI
VACANT Jonathan Labrador Capalis	ADAS III ADAS II	Oquendo NHS	Oquendo Central Elementary School Sinidman Occ. Elementary School Sinidman Or. Elementary School Libertad Elementary School Nabang Elementary School Cabugawan Pimary School Rizal II Elementary School Catabunan Elementary School Longsob Elementary School Cagbilwang Elementary School	Oquendo I
VACANT Rachel Thyla Rono Logero	ADAS III ADAS II	Oquendo 1 District	Mag-Ubay Elementary School Dinabongan Elementary School Cabacungan Elementary School Hibabangan Elementary School Talahiban Elementary School Alang-Alang Elementary School Hibuhatan Elementary School Cag-Anahaw Elementary School San Rufino Elementary School Quezon Elementary School Baja Elementary School De Victoria Elementary School San Isidro Elementary School Capacuhan Elementary School Tarabucan Central School (District Center)	Oquendo II

Prepared by:


JENNIFER C. ALVAREZ
Administrative Officer II

Concurred by


GRACE S. PAGUNSAN
Administrative Officer V

Reviewed by



GALINA M. PANELA
Senior Education Program Specialist

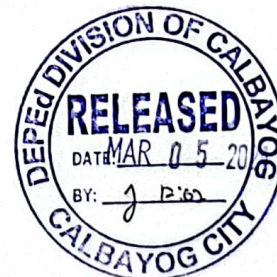
Recommending approval:

JUN-NILDO D. BULFO

OIC - Assistant Schools Division Superintendent

Approved:


MARGARITO A. CADAYONA JR., PHD CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent



Name of Incumbent	CURRENT POSITION	CURRENT STATION	NEW STATION	District
VACANT NO ALLOCATION	ADAS III ADAS II		Mar Elementary School	Oquendo III
			Panlayahan Elementary School	
			Bayo Elementary School	
			Roxas II Elementary School	
			Manuel Barral Sr. Elementary School	
			Cabatuan ES	
			Mantaong Elementary School	
VACANT Maria Liza Dagohoy Teves	ADAS III ADAS II		Tarabucan National High School	Tinambacan I
			Salhag ES	
			Malopalo Elementary School	
			Marcatubig Elementary School	
			Danao I Elementary School	
			Amampacang Elementary School	
VACANT Queenie Cabonegro Allequir	ADAS III ADAS II		San Joaquin Central Elementary School	Tinambacan II
			Bay Elementary School	
			Bantian Elementary School	
			Binaliw Elementary School	
			Cag-olango Elementary School	
			Cagnipa Elementary School	
VACANT Girtie Aguaviva Salurio	ADAS III ADAS II		Tinaplacan Elementary School	Tinambacan III
			Cagmanipis Sur Elementary School	
			Malaga Central Elementary School	
			Peña II Elementary School	
			Bugtong Elementary School	
			Peña I Elementary School	
			Danao II Elementary School	
			Malayog Elementary School	
			Cangomaod Elementary School	
Maria Ulra Baysa Catalan	ADAS III	Oquendo National High School	Accounting Section	

Prepared by:

JENNIFER C. ALVAREZ
Administrative Officer II

Concurred by:

GRACE S. PAGUNSAN
Administrative Officer V

Reviewed by:

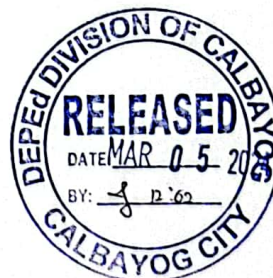
GALINA M. PANELA
Senior Education Program Specialist

Recommending approval:
JUN-NILSO C. BUENO PhD

OIC - Assistant Schools Division Superintendent

Approved:

MARGARITO A. CADAYONA JR, PhD CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent





Republic of the Philippines
Department of Education
 REGION VIII
 SCHOOLS DIVISION OF CALBAYOG CITY

DEPLOYMENT MATRIX

ADMINISTRATIVE ASSISTANT III AND ADMINISTRATIVE ASSISTANT II

Per Proposed Allocation by the Regional Office 8 of Senior Bookkeeper and Disbursing Officer II for Junior High School to Handle Cluster of Schools

SY 2017-2018

Name of Incumbent	Position ADAS II/ADAS III	CURRENT STATION	NEW STATION Name of Schools	District
Glendo Nacionales Albelda	ADAS III	Accounting Section	Seven Hills National High School	Calbayog I
Roxannie Ayong Rosales	ADAS II	Calbayog IV District	Carayman National High School	Calbayog I
			Bagacay Integrated School	Calbayog II
			Calbayog City Night High School	Calbayog III
			San Jose Integrated School	Calbayog III
			Migara National High School	Calbayog IV
Patricia Gemma Guades	ADAS III	Accounting Section	Tabawan Integrated School	Calbayog IV
May Tomalon Saldana	ADAS II	Oquendo 3 District	Patong-Happy Valley Integrated School	Calbayog IV
			Canjumadac Integrated School	Calbayog V
			Gadgaran Integrated School	Calbayog V
			Calbayog Arts & Design School of EV	Calbayog V
			Acedillo Integrated School	Calbayog V
			Limarayon Integrated School	Calbayog VI
			Lonoy Integrated School	Calbayog VI
			Basud Integrated School	Calbayog VI
Ma. Edelaine Suarez Aliman	ADAS III	Accounting Section	Mag-ubay National High School	Oquendo II
Maribel P. Abayon	ADAS II	CID Office	Panoypoy Integrated School	Oquendo II
			Cabichan Integrated School	Oquendo II
			Lapaan Integrated School	Oquendo II
			Cagbayang Integrated School	Oquendo II
			Macatingog Integrated School	Oquendo III
			Pilar National Agricultural High School	Oquendo III
			Dawo Integrated School	Oquendo III
			Mawacat Integrated School	Oquendo III
			Cabatuan National High School	Oquendo III
VACANT	ADAS III		Tarabucan National High School	Oquendo II
Vincent Versoza Mancol	ADAS II	Accounting Section	Mawacat Integrated School	Oquendo III
			Cabatuan National High School	Oquendo III
			Mabini II Integrated School	Oquendo I
			Malajog Integrated School	Tinambacan I
			Tomaligues Integrated School	Tinambacan I
			San Joaquin NHS - Manguino-o Annex School	Tinambacan II
			Cagmanipis Norte Integrated School	Tinambacan III
			Caglanipao Sur Integrated School	Tinambacan III
			Pena I National High School	Tinambacan III

Prepared by:

JENNIFER C. ALVAREZ
 Administrative Officer II

Concurred by

GRACE S. PAGUNSAN
 Administrative Officer V

Reviewed by

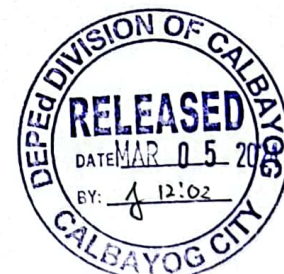
GALINA V. PANELA
 Senior Education Program Specialist

Recommending approval:

JUN NIJOU D. DULFO PhD
 OIC - Assistant Schools Division Superintendent

Approved:

MARGARITO A. CADAYONA JR, PhD CESO VI
 Assistant Schools Division Superintendent
 Officer In-Charge
 Office of the Schools Division Superintendent



Name of Incumbent	Position ADAS II/ADAS III	CURRENT STATION	NEW STATION Name of Schools	District
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STATION SPECIFIC

MARIBEL DEGUINO BONGOYAN	ADAS III	Accounting Section	Calbayog City National High School	Calbayog III
CHRISTINE MAY VELASCO ROA	ADAS II	Malaga NHS		
MONA LIZA AYOHAN ERENCIO	ADAS III	Malaga NHS	Malaga National High School	Tinambcan III
ABEGAIL SALVEDIA SORILO	ADAS II	CCNHS		
DAVE MARK SERVA CELUM	ADAS III	Admin-Personnel Section	Oquenda National High School	Oquendo I
DARYL SORILO ALEGRIA	ADAS II	Calbayog 1 District		
JOEL GELICAME YGRUBAY	ADAS III	San Joaquin NHS	San Joaquin National High School	Tinambacan II
MAE ANGELICA ROMA COMOTA	ADAS II	Cashier Section		
MARY NOELLE JUMANTOC DOCONG	ADAS III	San Policarpo NHS	San Policarpo National High School	Calbayog V
JEAN DIONGON OYAO	ADAS II	Newly Hired		
VACANT	ADAS III		Trinidad National High School	Calbayog VI
JONNEL OSTULANO	ADAS II	San Policarpo NHS		

Prepared by:

JENNIFER L. ALVAREZ
Administrative Officer II

Concurred by

GRACE S. PAGUNSAN
Administrative Officer V

Reviewed by

GALINA Y. PANELA
Senior Education Program Specialist

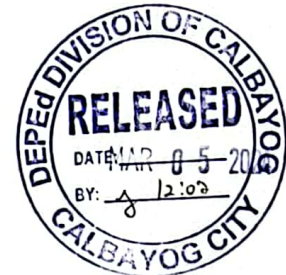
Recommending approval:

JUN-NILOU D. DURFO PhD

OIC - Assistant Schools Division Superintendent

Approved:

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Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent





Republic of the Philippines
Department of Education
 REGION VIII
 SCHOOLS DIVISION OF CALBAYOG CITY

DEPLOYMENT MATRIX
ADMINISTRATIVE ASSISTANT II (Senior High)

Per Proposed Allocation by the Regional Office 8 of Administrative Assistant II (Clerk IV) to Handle Secondary School with Senior High School
 SY 2016

Name of Incumbent	Position ADAS II/ADAS III (SENIOR HIGH)	CURRENT STATION	NEW STATION	District
GAVIOLA, FREDILIZA SANTIAÑEZ	ADMINISTRATIVE ASSISTANT II	San Joaquin National High School	San Joaquin National High School	Tinambacan II
NABUAL, GENNERSON TIBO	ADMINISTRATIVE ASSISTANT II	Division-SDS Office	Mag-Ubay NHS	Oquendo II
BASBAS, COMILANG JONELYN	ADMINISTRATIVE ASSISTANT II	Bagacay IS	Bagacay IS	Calbayog II
ALCERA ATHENA RAE AURELIO	ADMINISTRATIVE ASSISTANT II	Tabawan IS	Tabawan IS	Calbayog IV
BAGALLON, EDNA GABEJA	ADMINISTRATIVE ASSISTANT II	Division Office-Admin. Section	Rafael Lentejas Memorial School of Fisheries	Tinambacan I
TOMENES, MARIA KRISTINE MERENCILLO	ADMINISTRATIVE ASSISTANT II	Oquendo National High School	Oquendo National High School	Oquendo I
CAILO, MARY GRACE MONERA	ADMINISTRATIVE ASSISTANT II	Division Office - Personnel Section	Carayman NHS	Calbayog I
FERMILAN, MARGIELYN ANDRADE	ADMINISTRATIVE ASSISTANT II	Calbayog Arts and Design School of Eastern Visayas	Calbayog Arts and Design School of Eastern Visayas	Calbayog 5
GENSIS, JOEL AMOTO	ADMINISTRATIVE ASSISTANT II	Office of the SDS	Pena I NHS	Tinambacan III
SABELLANO, LOWELA CRISOLOGO	ADMINISTRATIVE ASSISTANT II	Division Office-Personnel Section	Trinidad NHS	Calbayog 6
EMAN, MARIA NANNETTE TANGARAN	ADMINISTRATIVE ASSISTANT II	Division Office-Supply Section	San Policarpo NHS	Calbayog 6
YAUDER, BERNARDO JR. DULTRA	ADMINISTRATIVE ASSISTANT II (CLERK IV)	Calbayog City National High School	Calbayog City National High School	Calbayog 3
MENDOZA, JUDITH	ADMINISTRATIVE ASSISTANT II	Division Office-Personnel Section	Malaga National High School	SHS
BOLASA, KATRINA MAY AGOSTO	ADMINISTRATIVE ASSISTANT II	San Policarpo National High School	Migara NHS	Calbayog 4

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JENNIFER C. ALVAREZ
 Administrative Officer II

Concurred by

GRACE S. PAGUNSAN
 Administrative Officer V

Reviewed by

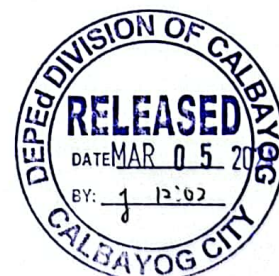
GALINA M. PANELA
 Senior Education Program Specialist

Recommending approval:

JUN-NILOU D. DULFO PhD
 OIC - Assistant Schools Division Superintendent

Approved:

MARGARITO A. CADAVONA JR, PhD CESO VI
 Assistant Schools Division Superintendent
 Officer In-Charge
 Office of the Schools Division Superintendent



Name of Incumbent	Position ADAS II/ADAS III (SENIOR HIGH)	CURRENT STATION	NEW STATION	District
Tarabucan National High School	vacant			Oquendo 2
Pilar National Agricultural High School	vacant			Oquendo 3
Malaga National High School	vacant			Tinambacan 3
Patong-Happy Valley Integrated School	no item			Calbayog 4
Himalandrog-Seven Hills Integrated School	no item			Calbayog 1

Prepared by:

Jennifer C. Alvarez
JENNIFER C. ALVAREZ
 Administrative Officer II

Concurred by

Grace S. Pagunsan
GRACE S. PAGUNSAN
 Administrative Officer V

Reviewed by

Galina V. Panela
GALINA V. PANELA
 Senior Education Program Specialist

Recommending approval:

Jun Nildou D. Dulfo
JUN-NILDOU D. DULFO, PhD
 OIC - Assistant Schools Division Superintendent

Approved:

Margarito A. Cadayona Jr.
MARGARITO A. CADAYONA JR, PhD CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

