

REGION VIII
SCHOOLS DIVISION OF Calabayo CITY

DIVISION MEMORANDUM
No. 260, s. 2026

To: Assistant Schools Division Superintendent
Chief Education Supervisor
Education Program Supervisors
Public Schools District Supervisors
Unit/Section Heads
Public Elementary and Secondary School Heads
School-Based Administrative Officer II
All Othes Concerned

SUBJECT: CIVIL SERVICE COMMISSION INVITATION TO ATTEND THE TRAINING ON EXAMINATION ADMINISTRATION (TEA) AND BRIEFING ON THE GUIDELINES ON ADMINISTERING THE CSE-PPT

DATE: JULY 6, 2025

1. Relative to the invitation of the Civil Service Commission (CSC), this Office informs all concerned of the conduct of the **Training on Examination Administration (TEA) and Briefing on the Guidelines on Administering the Career Service Examination - Pen and Paper Test (CSE-PPT)** to be held on **July 7, 2026 (Tuesday), from 8:00 A.M. to 5:00 P.M.** at the **Calbayog Convention Center, Calbayog City.**
2. The Training on Examination Administration (TEA) is a mandatory requirement for prospective deputation. It is intended to ensure that all participants are properly oriented on the Civil Service Commission's examination policies, security measures, standard operating procedures, and responsibilities in the administration of the CSC-PPT.
3. Participants are requested to bring their **Updated Personal Data Sheet (PDS) and two (2) recent passport-size ID photographs.**
4. Registration will be done at the venue before the program opens.
5. All participants indicated in the attached nomination are hereby **authorized to attend the said activity on official time.** This memo will serve as your Travel Order.
6. Immediate dissemination of and strict compliance with this Memorandum is directed.



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



CSC FIELD OFFICE - SAMAR

1 July 2026

MARGARITO A. CADAYONA, JR. Ph.D., CESO VI
Schools Division Superintendent
Department of Education Schools Division Office of Calbayog City
Calbayog City

Dear **Superintendent Cadayona**:

Greetings from the Civil Service Commission Field Office-Samar!

This refers to your Office's submission of nominated personnel who may be deputized as Test Administrators for the conduct of the Career Service Examination – Pen and Paper Test (Professional and Subprofessional Levels) scheduled on 09 August 2026 at Northwest Samar State University, Calbayog City.

In this connection, we are pleased to inform you that the above-mentioned nominees, as indicated in the attached nomination form, are hereby invited to attend the **Training on Examination Administration (TEA) and Briefing on the Guidelines on Administering the CSE-PPT** on 07 July 2026 (Tuesday), from 8:00 o'clock in the morning to 5:00 o'clock in the afternoon, at the Calbayog City Convention Center, Calbayog City.

The **Training on Examination Administration (TEA)** is a mandatory requirement for prospective deputation and is intended to ensure that all participants are properly oriented on the Civil Service Commission's examination policies, security measures, standard operating procedures, and responsibilities in the administration of the CSE-PPT.

In view thereof, may we respectfully request your good Office to authorize the attendance of the agency nominated personnel to the said activity. Their participation will greatly contribute to the successful, orderly, and credible conduct of the civil service examination.

For documentation and processing purposes, all nominees are requested to bring the hard copies of the following during the training:

1. Updated Personal Data Sheet (PDS); and
2. Two (2) recent passport-size ID photographs.

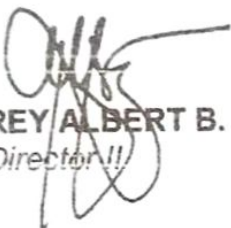


Registration will start prior to the opening of the program. Likewise, morning and afternoon snacks will be provided to all participants.

We appreciate your continued support and cooperation in ensuring the integrity and successful conduct of the Career Service Examination.

Thank you very much.

Very truly yours,



REY ALBERT B. UY
Director !!



Republic of the Philippines
Department of Education
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NOMINATION ON TRAINING ON EXAMINATION ADMINISTRATION (TEA) AND BRIEFING

Column 1	NAME	APPOINTMENT STATUS	POSITION	ELIGIBILITY	CONTACT NUMBER
1	LADY DARY A. BERBON c/o CSC	PERMANENT	TEACHER II	LET	9153559280
2	TERESITA MIA BARTOLOME c/o CSC	PERMANENT	TEACHER III	LET	9758142066
3	ANA F. LABRADORES c/o CSC	PERMANENT	TEACHER III	LET	9945480440
4	JENNIFER M. CAMPILLO	PERMANENT	AOIV	CSC-PROF	9277580073
5	JOMARTON B. LADAG	PERMANENT	AOII	LET	9057378573
6	DAVE MARK S. CELUM	PERMANENT	AOII	CSC-PROF	9095534074
7	ABEGAIL P. DIONISIO	PERMANENT	AOII	CSC-PROF	9655886569
8	LORRAINE B. CALONG	PERMANENT	AOII	CSC-PROF	9950994886
9	DRISTELE P. ABANILLA	PERMANENT	AOII	LET	9764498819
10	LINDSAY JULES B. YAUDER	PERMANENT	AOII	LET	9176358685
11	GIOVANNI O. DESQUITADO	PERMANENT	AOII	CSC-PROF	9362394430
12	MAY S. CESTONA	PERMANENT	AOII	CSC-PROF	9630469711
13	KATHERINE A. CAPALIS	PERMANENT	PDO I	CSC- PROF	9319673388
14	ALIZA C. BORELA-ROA	PERMANENT	PDO I	PD 907 & LET	9358244139
15	MARIA ANGELA BALAN ANTONIO	PERMANENT	AOIV	CSC PROF	9560427505
16	PRIMA DIANE G. EDEJER	PERMANENT	AOII	CSC PROF	09128738666
17	GENERSON T. NABUAL	PERMANENT	AOIV	CSC PROF	9762046655
18	SUNSHINE MARJORIE VENTURES	PERMANENT	AOV	CSC PROF	9971552279
19	ASTHER E. BACHAR	PERMANENT	EPS II	PD 907 & LET	9173173677
20	OSCAR D. BILLATE, JR	PERMANENT	EPS-SGOD	PD 907 & LET	9173154652
21	ROBERT ANTHONY F. YGRUBAY	PERMANENT	MT-II	PD 907 & LET	9171131792
22	AVELINA P TUPA	PERMANENT	OIC-CES	PBET	9064110897
23	RINA M. ABOGANDA	PERMANENT	EPS II	LET	9959215295
24	GALINA V. PANELA	PERMANENT	SEPS	LET	9397813057
25	MA. MARLIE M. MENDOZA	PERMANENT	PO III	CSC PROF	9272564931
26	MA. BELLA B. ORTIZ	PERMANENT	NURSE II	RN	9062563221
27	ADRIAN MARIE C. NUEVO	PERMANENT	NURSE II	RN	9216858636
28	MA BENJIE B. SENORA	PERMANENT	NURSE II	RN	9617499395
29	SHARON D. BALZA	PERMANENT	EPS II	CSC PROF	9155675626
30	MARITA P. SENOLOS	PERMANENT	SEPS	LET	9062156707
31	IVY M. LENTEJAS	PERMANENT	AO2	CSC PROF	9947258091
32	RONNEL D. CLARIDO	PERMANENT	AO2	CSC PROF & LET	9262597753
33	MAILYN M. VILLANUEVA	PERMANENT	AO2	CSC PROF	9910669181
34	MARY GRACE J. GARCIA	PERMANENT	AO2	CSC PROF & LET	9311897174
35	SHARON M. GONZALBO	PERMANENT	AO2	CSC PROF	9175590151
36	MARIEL A. LELIX	PERMANENT	AO2	CSC PROF	9606557862
37	JOSEPH J. AMITA	PERMANENT	AO2	CSC PROF & LET	9935782017
38	ANNA MARIE R. SALVAME	PERMANENT	AO2	CSC PROF	9260367523
39	MYRTEL N. DY	PERMANENT	AO2	CSC PROF	9658653879
40	JENNIFER Z. PRUDENCIADO	PERMANENT	AO2	CSC PROF	9357126830
41	MA. JOAN L. TOCAYON	PERMANENT	AO2	CSC PROF	9275203952
42	RICA MONIQUE D. MANCOL	PERMANENT	AO2	CSC PROF	9695195572
43	LYTTON A. ORTIZ	PERMANENT	AO2	CSC PROF	9911885879
44	MA. CAROLYN T. ABGAO-TUPA	PERMANENT	AO2	LET	9162131039



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45	JUCELYN L. BACALSO	PERMANENT	AO2	CSC PROF	9356481739
46	MARJUN R. MAGISTRADO	PERMANENT	AO2	CSC PROF	9364118562
47	MARIEN R. MAGHACOT	PERMANENT	AO2	LET	9458558369
48	KLAUS RAMON A. MORCELOS	PERMANENT	AO2	CSC PROF	9455541312
49	ALEJANDRO Y. CAGOMOC	PERMANENT	AO2	CSC PROF	9672203063
50	JAY CARLO D. PRUDENCIADO	PERMANENT	AO2	CSC PROF	9351493187
51	REGGIE C. HALABASO	PERMANENT	PDO I	CSC PROF	9261958396
52	ROXANNE J. ROSALES	PERMANENT	AO2	LET	9261950019
53	MYLYN S. CANO	PERMANENT	AO2	PD 907	9772848081
54	MARCHEL B. PICARDAL	PERMANENT	AO2	CSC PROF	9918180575
55	JONATHAN L. CAPALIS	PERMANENT	AO2	CSC PROF	9355648548
56	BEVERLY C. LONGCOP	PERMANENT	LIBRARIAN II	LLE	9940155430
57	NELSON O. CABABAT	PERMANENT	AOII	CSC-PROF	9693351271
58	RANDY T. MUNEZ	PERMANENT	AOII	CSC-PROF	9057371493
59	MAE ANGELICA R. COMOTA	PERMANENT	AOII	CSC-PROF	9153357161
60	GIRLIE A. SALURIO	PERMANENT	AOII	LET	9552156924
61	RACHEL THYLA R. LOGERO	PERMANENT	AOII	CSC-PROF	9055939462
62	LEAH D. BALANE	PERMANENT	AOII	CSC-PROF	9057047462
63	CHRISTIE N. DRILON	PERMANENT	AOII	CSC-PROF	9279384980
64	IDA S. VILLAN	PERMANENT	AOII	LET	9622904735
65	JURILYN B. PAJARILLA	PERMANENT	AOII	LET	9286942070
66	JUDITH A. MENDOZA	PERMANENT	AOII	LET	9277131096
67	MICHAEL PERNIA	PERMANENT	PRINCIPAL IV	LET	9215410172
68	LOWELLA C. SABELLANO	PERMANENT	AOII	CSC-PROF	9178770124
69	ANTHONY ACE C. ANIBAN	PERMANENT	AOII	LET	9957695622
70	LEVIRESA G. BARNISO	PERMANENT	AOIII	CSC PROF	9063006708
71	MA. LIGAYA A. FUA	PERMANENT	AOII	LET	9556620572
72	AIZA L. BALAWING	PERMANENT	AOII	CSC PROF	9606557886
73	MARIA MARTIES A. CAILO	PERMANENT	AOII	CSC PROF	9062542441
74	JASON C. PENALOSA	PERMANENT	AOII	LET	9058948540
75	AMY P. DOINOG	PERMANENT	AOII	CSC PROF	9854311434
76	OMAR D. COMONICAL	PERMANENT	HEAD TEACHER I	LET	9264449027
77	JAY-AR JOHN O. PANOY	PERMANENT	AOII	CSC PROF	9058061321
78	DANE JHAD ORTIZ	PERMANENT	AOII	CSC PROF	9977018049
79	AUBREY NATIVITY O. YANGZON	PERMANENT	AOII	CSC PROF	9162611995
80	LILIBETH G. ORTIZ	PERMANENT	PDO 2	CSC PROF	9261718313
81	CHARLES IVAN DONNEL B. SEQUIO	PERMANENT	AOII	CSC PROF	9196942650
82	MARY NOELLE J. DOCONG	PERMANENT	AOII	CSC PROF	9971904125
83	ZYBEL ANGELA L. OSTULANO	PERMANENT	AOII	LET	9655877635
84	ALLISON JHON S. MANCOL	PERMANENT	AOII	LET	9276432363
85	RICHELLE L. MEDRINA	PERMANENT	AOII	LET	9361733233
86	RIZALYN M. MARCIAL	PERMANENT	AOII	CSC PROF	9635836788
87	LLOYD MARTIN MARCIAL	PERMANENT	AOII	PD 907	9355811803
88	JOBEL BELANO	PERMANENT	AOII	LET	9261731024
89	JOEBERT CALAGOS	PERMANENT	AOII	LET	9700611893
90	JORICEL CAMARINES	PERMANENT	AOII	LET	9532013585



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91	GERALDINE MADRIGAL	PERMANENT	AOII	LET	9929766462
92	CHERLIE M. PORTUGALIZA	PERMANENT	AOII	CSC PROF	9358466625
93	SHIELA RUTH N. AQUINO	PERMANENT	AOII	CSC PROF	9061701572
94	REY ANTHONY A. ROSALADO	PERMANENT	AOII	CSC PROF	9600187115
95	JOANNE T. PANIS	PERMANENT	AOII	CSC PROF	9854961030
96	VANESSA MAE H. NARCISO	PERMANENT	AOII	LET	9360838704
97	JOBERT M. BACALLA	PERMANENT	AOII	LET	9069090268
98	MA. REYCIL V. CHAVEZ	PERMANENT	AOII	CSC PROF	9168926790
99	MARLYN C. MELLANO	PERMANENT	AOII	LET	9057373452
100	REA MAY F. GIRAY	PERMANENT	AOII	LET	9956357745
101	DIANARAH JEAN S. SO	PERMANENT	AOII	CSC PROF	9063765678
102	JEAN D. OYAO	PERMANENT	AO2	LET	9569829817
103	SONNY L. CABRALES	PERMANENT	AO2	LET	9551226659
104	PEDY ROSE B. MACARATO	PERMANENT	AO2	LET	9360861210
105	LOIDA L. ARIZALA	PERMANENT	AO2	LET	9128738666
106	RONALD S. RIVERA	PERMANENT	AO2	LET	9484021036
107	BOY JORGE B. CABER	PERMANENT	AO2	LET	9931667187
108	JOHN EMIL A. CANADA	PERMANENT	AO2	LET	9931667187
109	WENDELL P. PANDONG	PERMANENT	AO2	LET	9532350770
110	MARIA ESPERANZA C. SON	PERMANENT	AO2	LET	9052239616
111	MARY ANN B. DAGA	PERMANENT	AO2	LET	9926264466
112	REYNALYN G. SARIO	PERMANENT	ASST LEGAL OFFICER	LET	09453983674
113	MICHELLE L. MACHATE	PERMANENT	AO2	LET	09368355591
114	ALLAN JOSEPH A. CATALAN	PERMANENT	AO2	CSC PROF	09611580035

Prepared by

Approved by


JENNIFER M. CAMPILLO
ADIV


MARGARITO A. CADAYONA, JR PhD, CESO VI
Schools Division Superintendent