



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN

**Office of the Schools Division
Superintendent**

May 3, 2021

DIVISION MEMORANDUM
No. 167, s. 2021

**SUBMISSION OF REQUIREMENTS FOR STEP INCREMENT
DUE FOR THE MONTHS OF JANUARY TO JUNE 2021**

To: Division Office Personnel
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. The following teaching and non-teaching personnel who are due for Step Increment for the months of January to June 2021 are requested to submit the necessary requirements for the process of their Step Increment:

Personnel due for Step Increment - January 2021

#	NAME	POSITION	STATION
1	ASAS, LAURA JAMILA	Master Teacher I	DCPNHS
2	DEGAMO, NICASIO LUPIAN	Nurse I	DCPNHS
3	GALAO, AGNES BANSAG	Administrative Aide III	DCPNHS
4	CUTIN, RICHARD DIGAO	Security Guard I	DCPNHS
5	BASMAN, LEAH MAGALLON	Teacher III	Manga NHS
6	MILAR, AQUILINO JR. TORREON	Administrative Officer V	Division Office
7	BABIANO, MARIA MAXIMINA LIGAN	Administrative Aide III	Division Office
8	CAGAS, ESTHER LINGO	Education Program Specialist II	Division Office
9	TUMANDA, RHODELIA BALATERO	Nurse I	Division Office
10	PIZARRAS, ROWENA LAO	Nurse I	Division Office
11	DAGAMAC, ADELINE CARMEN CASTAÑO	Nurse I	Division Office
12	CANDA, JUSTINO MANGMANG	School Principal II	TCSHS - Senior High
13	GOLOSO, ALIZA VILLAMORA	Teacher II	DCPNHS - Senior High
14	PASILBAS, JOERMELYNE PEREZ	Project Development Officer I	Division Office
15	OMAPAS, MIRA LUZ LAWAY	Teacher III	Cogon HS EC
16	GEANGAN, CHONA ORILLA	Teacher III	Cogon HS EC
17	SUACILLO, GARNET MUÑASQUE	Teacher I	Cogon HS EC
18	ORTEGA, ESMERALDA SORIANO	Teacher I	Mansasa NHS
19	AGUNOD, BERNADETTE NOLASCO	Teacher I	Mansasa NHS
20	PUMATONG, RUEL INTING	Administrative Assistant II	TCSHS
21	CANDA, ROSELLE CORNELL	Teacher III	Dao ES



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22	OROT, NIMPHA EDIONG	Teacher III	Tiptip ES
23	ECHAVIA, JULIE MARIAE DICCION	Teacher III	TCCES
24	YBAÑEZ, ARLENE PAREDES	Teacher III	Dampas ES
25	INGLES, MA CORAZON SIMBIT	Teacher III	Dao ES
26	SURALTA, VICTORIA AYADE	Teacher III	Dao ES
27	ORDIDOR, MA CECILIA CORANES	Teacher III	City East ES

Personnel due for Step Increment - February 2021

#	NAME	POSITION	STATION
1	BEDRIJO, MARILOU CESAR	Administrative Assistant III	TCCES
2	BARRETE, JOSEPH CAPUNHAG	Education Program Supervisor	Division Office
3	MICULOB, ROY INTING	Teacher II	Mansasa NHS - Senior High
4	UY, RACQUEL GALUA	Teacher II	Manga NHS - Senior High
5	DELIGERO, EMMYLOU CUTIN	Teacher II	DCPNHS - Senior High
6	MILAR, PROCILITA HUIISO	Teacher II	DCPNHS - Senior High
7	APARRE, OCELIA EBACITAS	Teacher III	Eastern Cogon ES
8	CIRUNAY, GINES TEMPLA	Teacher III	Dampas ES
9	MENDEZ, CORAZON ESCALANTE	Teacher III	San Isidro ES
10	HONCULADA, EUGENIA GALORIO	Teacher III	TCCES
11	TELMO, MARJORIE SALE	Teacher III	Manga ES
12	DANGO, CHARITA LICAYAN	Teacher II	Dao ES
13	PEÑA, JENEVIEVE ANDOY	Teacher I	Cogon ES

Personnel due for Step Increment - March 2021

#	NAME	POSITION	STATION
1	OCNO, ARLYN LIMPIOSO	Teacher III	DCPNHS
2	APARRE, HILARIO JR. DIVINAGRACIA	Teacher III	DCPNHS
3	ARCADER, CHARLAINE GALOLO	Teacher III	DCPNHS
4	CUADRA, JEPSON YAP	Teacher III	DCPNHS
5	PILAYRE, MICHELLE LATUJA	Teacher III	DCPNHS
6	DIEZ, PILAR ENCABO	Teacher III	DCPNHS
7	PULOT, IRENE PATA	Teacher III	DCPNHS
8	AQUINO, ROSARIO JAMILA	Teacher III	DCPNHS
9	PERGES, MARY LOTIS ROMO	Teacher III	DCPNHS
10	COLLARIN, RENALYN MANCHA	Teacher I	DCPNHS
11	REDULLA, CORAZON MEJORADA	Master Teacher I	Manga NHS



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12	MADERA, CHARMAE JANE SALAVERIA	Teacher III	Manga NHS
13	SELOTARIO, NORA LUGSANAY	Teacher III	Manga NHS
14	QUILARIO, JULIUS ORIBIA	Teacher III	Manga NHS
15	BENDANILLO, ANABEL MADAJE	Teacher III	Manga NHS
16	BALIJON, AILEEN LARODA	Teacher III	TCSHS
17	TAYAG, JOSEFINA BOJO	Teacher II	Manga NHS
18	BAGUIO, MUTYA QUINLO	Teacher II	DCPNHS - Senior High
19	DISCAYA, JOY BEDRIJO	Teacher II	Manga NHS
20	SAYON, ANNAMAE MAGPAYO	Teacher II	DCPNHS - Senior High
21	UTOM, MARIA LINA NAPINAS	Teacher I	Mansasa NHS
22	DURON, GERALDINE CUYACOT	Teacher III	TCSHS
23	PAREDES, JOSEPHINE GOLIS	Teacher III	Mansasa ES
24	LEGASPI, THERESE JANSEN MEDINA	Teacher III	TCCES
25	FULLANTE, MARIVIC MAHINAY	Teacher III	Mansasa ES
26	GO, LYNLEE MARIO MAGASIN	Teacher III	TCCES

Personnel due for Step Increment - April 2021

#	NAME	POSITION	STATION
1	TADENA, MAERICHEN UY	Teacher III	DCPNHS
2	ZAFICO, NAFELYN ESPINOSA	Teacher III	DCPNHS
3	JAMERO, JENISA BIGCAS	Teacher III	DCPNHS
4	INTING, JEYCELLE ESPEJO	Teacher III	DCPNHS
5	DUMAS, CELESTE DUSAL	Teacher II	DCPNHS
6	DEL CASTILLO, LORA JOY PIMENTEL	Teacher I	Manga NHS
7	MAONIO, JEAN CLAIRE BORJA	Teacher I	Mansasa NHS
8	CORREA, FLORDELIZA ZABALA	Teacher III	Cabawan ES
9	AMBA, ELLINE INMACULADA RUIZ	Teacher I	Ubujan ES

Personnel due for Step Increment - May 2021

#	NAME	POSITION	STATION
1	ECHAVEZ, SARAH JANE ALEGA	Teacher I	DCPNHS
2	REYES, PRISCO III BERGADO	Teacher I	DCPNHS
3	BORJA, MA. CECELIA LAGUMBAY	Teacher I	DCPNHS
4	GULTIA, JONATHAMUEL HAMO	Teacher I	DCPNHS
5	LOGROSA, GEE MUGA	Teacher I	DCPNHS
6	GARBO, JENNIFER MALUBAY	Teacher I	DCPNHS
7	VILLAGONZALO, JEPRIEL MARIE SUMAYLO	Teacher I	DCPNHS
8	DADOR, JUNNALINE LACRE	Teacher I	DCPNHS





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Personnel due for Step Increment - June 2021

#	NAME	POSITION	STATION
1	PIQUERO, TERESITA REVIL	Teacher III	DCPNHS
2	LOPEZ, IZIEL PERGES	Teacher I	DCPNHS
3	GRAVINO, ALIANAGIN MARIE RABUYA	Teacher I	DCPNHS
4	ERASMO, DANIEL SALAZAR	Teacher I	DCPNHS
5	TABIGUE, LEOPY BINATERO	Teacher I	DCPNHS
6	GALANIDA, JENNY CAITOM	Teacher I	DCPNHS
7	POLICIANOS, GLICER MICHAEL DOMINISE	Teacher I	DCPNHS
8	CELIS, MARIA ESTELA ANZANO	Teacher I	DCPNHS
9	BULASA, MARY LOU BERNAT	Teacher I	DCPNHS
10	GEOLAGON, REZALYN BANAC	Teacher I	DCPNHS
11	CASTRO, ROBERT SALAZAR	Teacher I	DCPNHS
12	TORREJOS, DOLLY ESCALERA	Teacher I	DCPNHS
13	TADENA, JOHN JAIRO AYOP	Teacher I	DCPNHS
14	DINOROG, JUNALYN ANDALAN	Teacher I	DCPNHS
15	SANTIAGO, GRACE MAE IPONG	Teacher I	DCPNHS
16	INTE, MARIAN FRANGIE OMICTIN	Teacher I	DCPNHS
17	GALVES, ANAMIE TELMO	Teacher II	TCSHS - SENIOR HIGH
18	MIGUELES, EPIFANIA HONCULADA	Teacher II	DCPNHS - SENIOR HIGH
19	ABUCAY, ROMELLE FAMADOR	Teacher I	TCSHS
20	BELDEROL, JASMINE PATIÑO	Teacher I	TCSHS
21	CAGULADA, ELIAN ROSE MAGLAJOS	Teacher I	San Isidro HS
22	MONTESCO, MARYDEL JUMARITO	Teacher I	San Isidro HS
23	DISPO, LESLIE MARIE LIM	SPED Teacher I	TCCS - SPED/SSES
24	LIBRADILLA, VILMA SAGUE	Teacher III	Dao ES
25	RIOS, BUENA FE ALAGON	Teacher III	Tiptip ES
26	TUPOS, CLARISA FE PAHANG	Teacher III	TCCES
27	KIBIR, MIRAFLOR BALATE	Teacher III	City East ES
28	TAGANAHAN, GENOVEVA DIEZ	Teacher I	TCCS - SPED/SSES
29	FELISILDA, JOSEPHINE BERMOY	Teacher I	Mansasa ES
30	MAG-ASO, ROWENA PAYOT	Teacher I	TCCES
31	MANLANGIT, AGNES ABRIO	Teacher I	Eastern Cogon ES
32	CORDENILLO, CINDY DIEZ	Teacher I	Dampas ES
33	LIGARTO, JINGLE DUNQUE	Teacher I	San Isidro ES
34	TULID, JESUS ILLUT	Teacher I	ALS
35	LASULA, FATIMA INTING	Teacher I	TCCS - SPED/SSES
36	ESTORGIO, JESSA CAÑIZAR	Teacher I	City East ES
37	JANDAYAN, MA. LOIDA DAGONDON	Teacher I	Cogon ES




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2. Please submit last Approved Appointment and latest available pay slip both in three (3) copies to the Division Office, Personnel Section thru Mrs. Jocelyn P. Cutin, Human Resource Management Officer II (Administrative Officer IV).
3. Those who are not included in the list that are due for Step Increment are also requested to submit the same. In addition, those enlisted personnel who have already submitted their requirements are advised to disregard this Memo.
4. Wide dissemination of this Memorandum is desired.


JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent

JIAL/MKP/PERSONNEL/JPC/jro



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