




Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Division of City Schools - Tagbilaran City

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM
MLA-2021-OSDS- 129

To : **Dr. CASIANA P. CABERTE CESE**
Dr. JOHN ARIEL A. LAGURA
Dr. AQUILINO T. MILAR, JR.
Mrs. JOCELYN P. CUTIN
Dr. BEATRIZ C. LUGA
Mrs. MICHELLE T. SAGARAL CPA, MM

From : 
JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent *meel*

Subject : **EVALUATION & VALIDATION OF DOCUMENTS AND CONDUCT OF INTERVIEW OF APPLICANTS FOR THE POSITIONS OF ADMINISTRATIVE OFFICER II, MASTER TEACHER I, AND MASTER TEACHER II**

Date : September 16, 2021

1. Designated as the Division Human Resource Merit Promotion and Selection Board in pursuance to DepEd Order No. 29, s. 2002, you are hereby directed to evaluate and validate the pertinent papers of the applicants for the ranking of the positions of Administrative Officer II, Secondary Master Teacher I (Science), and Master Teacher II (Science) from **September 29 - October 1, 2021**, and to conduct an interview from **October 6 - 8, 2021** at the Division Conference Room.
2. You are expected to perform your duties and responsibilities with utmost *sincerity and dedication*.
3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE, subject to the usual auditing rules and regulations.
4. *For information, guidance, and strict compliance.*






Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran City

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DIVISION MEMORANDUM
MLA-2021-OSDS-_____

To : **Dr. FILOMENA C. TANGGAAN**
Dr. ESTHER L. CAGAS
Miss ANGELI FAITH V. PASCUAL
Miss LADY MAY P. KARAAN

From : 
JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent *JAL*

Subject : **EVALUATION & VALIDATION OF DOCUMENTS AND
CONDUCT OF INTERVIEW OF APPLICANTS FOR THE POSITIONS
OF ADMINISTRATIVE OFFICER II, MASTER TEACHER I, AND
MASTER TEACHER II**

Date : September 16, 2021

1. Designated as the Division Human Resource Merit Promotion and Selection Board Secretariat, you are hereby directed to facilitate the preliminaries and assist the Board in the evaluation and validation of pertinent papers of the applicants for the ranking of the positions of Administrative Officer II, Secondary Master Teacher I (Science), and Master Teacher II (Science) from **September 29 – October 1, 2021**, and to conduct an interview from **October 6 - 8, 2021** at the Division Conference Room.
2. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.
3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE, subject to the usual auditing rules and regulations.
4. For information, guidance, and strict compliance.





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Department of Education
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**Office of the Schools Division
Superintendent**

MEMORANDUM

To : **Engr. JOSE C. MARIÑAS III**

From : *J. Irwin A. Lagura*
JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent *JAL*

Subject : **CONDUCT OF INTERVIEW OF APPLICANTS FOR THE
POSITION OF ADMINISTRATIVE OFFICER II**

Date : September 16, 2021

1. The Division Human Resource Merit Promotion and Selection Board shall conduct an online interview of applicants for the ranking of the position of Administrative Officer II from **October 6 - 8, 2021** at the Division Conference Room.
2. In line with this, you are directed to be the Board's technical support in the conduct of such. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.
3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE, subject to the usual auditing rules and regulations.
4. For information, guidance, and strict compliance.

JIAL/CPC/ASDS/CPC/afvp



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