



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

Office of the Schools Division
Superintendent

July 27, 2022

DIVISION MEMORANDUM

No. 268, s. 2022

**SUBMISSION OF REQUIREMENTS FOR STEP INCREMENT
DUE FOR THE MONTHS OF APRIL TO JUNE 2022**

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 April to June 2022 are requested to submit the necessary requirements for the process of their Step Increment not later than **July 31, 2022**:

Personnel due for Step Increment - April 2022

#	NAME	POSITION	STATION
1	NONE	N/A	N/A

Personnel due for Step Increment - May 2022

#	NAME	POSITION	STATION
1	BAHALLA, PORCINO C	Master Teacher II	DCPNHS
2	PURGARILLAS, ARNULFA B	Master Teacher II	DCPNHS
3	CHAVEZ, MARIA HELEN O	Master Teacher I	DCPNHS
4	HOMEZ, TAMMY M	Teacher III	DCPNHS
5	DATAHAN, ESTHER C	Teacher III	DCPNHS
6	MICABANI, RANCY JUN B	Teacher II	DCPNHS
7	MACARAYAN, PAZ EMILY P	Teacher II	DCPNHS
8	ANO-OS, VANESSA MAE F	Teacher I	DCPNHS
9	PELIN, ROEL C	Teacher I	DCPNHS
10	DOSDOS, GINA C	Teacher I	DCPNHS
11	TORREJOS, FE T	Teacher I	DCPNHS
12	LAHOY, JANICE C	Teacher I	DCPNHS
13	LOGROÑO, MA. RUFINA M	Teacher III	Cogon ES
14	TOH, OLIVER P	Teacher III	Cogon ES
15	CAMPOS, GRACE MARIE L	School Principal II	Manga NHS
16	BOLOFER, MA. CHRISTINA T	Teacher I	Cogon HS EC
17	GANTALAO, MARJORIE G	Teacher I	Tagbilaran City SHS



Address: Rajah Sikatuna Avenue, Dampas, Tagbilaran City, 6300 Bohol
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Personnel due for Step Increment - June 2022

#	NAME	POSITION	STATION
1	CALIPES, GENELLIE I	Master Teacher I	DCPNHS
2	AYA-AY, LEOTIREN B	Teacher III	DCPNHS
3	BATILONG, SHERYLL C	Teacher II	DCPNHS
4	ACHAS, MARIA PAZ P	Teacher I	DCPNHS
5	ROSOLADA, JELLA E	Teacher I	DCPNHS
6	DANTES, EDWIN A	Teacher I	DCPNHS
7	ESTEPA, MAE BELEN B	Teacher I	DCPNHS
8	AMORA, BERNARDITA D	Master Teacher I	Manga NHS
9	ZAMORA, CHRISTINE TIARA T	Teacher III	Manga NHS
10	CELIS, GENE L	Teacher III	Manga NHS
11	OMASAS, MARIA RACHEL S	School Principal II	Booy South ES
12	LANSANG, ANNABEL R	Master Teacher II	Cogon ES
13	LACANG, RANULFA B	Master Teacher II	Mansasa ES
14	GALON, EUFE RHODA R	School Principal I	Bool ES
15	DOROY, PROSERPINA A	School Principal I	Mansasa ES
16	DINSAY, ROWENA A	Master Teacher I	Booy South ES
17	SULAGUE, CECILIA D	Master Teacher I	Tiptip ES
18	CEMPRON, NILO S	Master Teacher I	Eastern Cogon ES
19	BALUCA, MARLYN D	Master Teacher I	San Isidro ES
20	FERNANDEZ, EDGAR A	Head Teacher III	Cogon ES
21	MERCADER, MECHEIL A	Teacher III	Booy South ES
22	ORTIZ, MARILYN E	Teacher III	Cogon ES
23	MISSIONA, JANET R	Teacher III	Booy ES
24	SALUDO, LINIE S	Teacher III	San Isidro ES
25	CAMPECIÑO, CELIA T	Teacher III	Manga ES
26	BONIEL, NERISSA P	Teacher III	Booy South ES
27	REQUISO, ALICIA G	Teacher III	TCCS - SPED Center
28	PADREGANDA, ROWENA C	Teacher III	TCCES
29	CELOSIA, REX U	Teacher III	Dao ES
30	LAPUJA, JENNIFER L	Teacher III	Cogon ES
31	CABALIT, JAYVEE D	Teacher III	Booy South ES
32	MANTAC, LERMA MAE P	Teacher III	Bool ES
33	BANDIJA, CELSA O	Teacher III	San Isidro ES
34	PINEDA, ROWEL G	Teacher III	Dao ES
35	PABLO, ROSALINA T	Teacher I	Eastern Cogon ES
36	GALANIDA, CRISTINA R	Teacher I	City East ES
37	MALICSE, IRENE C	Teacher I	City East ES



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#	NAME	POSITION	STATION
38	MEMBREVE, JONATHAN D	Master Teacher II	Tagbilaran City SHS
39	CALACAT, CHERRY S	Master Teacher II	DCPNHS
40	BARRETE, MARY FAITH I	Master Teacher II	DCPNHS
41	CAÑON, MARGELYN M	Master Teacher II	DCPNHS
42	BONGCAC, GENEVIEVE J	Master Teacher II	DCPNHS
43	RANAY, VINCENT MARK P	Master Teacher I	Cogon HS EC
44	ALAGO, ROGELIO V	Master Teacher I	DCPNHS
45	NARIT, JOSEFINA O	Teacher III	DCPNHS
46	PELIN, FLORIDEL C	Teacher III	Tagbilaran City SHS
47	BUGASH, RUFFA ROXANNE T	Teacher III	DCPNHS
48	MARTINEZ, JUBEL A	Teacher III	DCPNHS
49	PINEDA, DAPHNE O	Teacher III	DCPNHS
50	ESTOROSAS, MARLENE G	Teacher III	DCPNHS
51	CUA, ERUSSEL C	Teacher III	DCPNHS
52	CUBERO, LEE ROY B	Teacher III	Manga NHS
53	ACERO, CHARITO G	Teacher III	DCPNHS
54	SARABIA, CAROLINE A	Teacher III	Manga NHS
55	GALAN, IAN-JHEL T	Teacher II	Mansasa NHS
56	CABATAÑA, ROWENA B	Teacher I	DCPNHS
57	CUBERO, KNIKA ROS M	Teacher I	Manga NHS
58	LABOR, KAREN H	Teacher I	Eastern Cogon ES
59	ROA, NATHAN LYNDON M	Teacher II	San Isidro HS
60	ADEM, CLAUDIA T	Master Teacher II	Eastern Cogon ES
61	DAYOT, NELZON S	Teacher I	Dampas ES

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



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