



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-2023-OSDS- 049

To : **Dr. CASIANA P. CABERTE CESE**
Dr. JOHN ARIEL A. LAGURA
Dr. AQUILINO T. MILAR JR
Dr. FILOMENA C. TANGGAAN
(Mrs.) BRENDA LOU D. ARANCANA MPA, REA, JD

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

Subject : **EVALUATION & VALIDATION OF DOCUMENTS AND
CONDUCT OF INTERVIEW OF APPLICANTS FOR THE POSITION
OF SECONDARY HEAD TEACHER III**

Date : March 21, 2023

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 position of Secondary Head Teacher III on **March 30, 2023**, and to conduct an interview on **March 31, 2023** at the Office of the Assistant Schools Division.
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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DIVISION MEMORANDUM
MLA-2023-OSDS- 049

To : **Dr. ESTHER L. CAGAS**
Dr. ROSENE D. OLAIVAR
Miss LADY MAY P. KARAAN
Miss JOANALLI R. OPERIANO
Miss ANGELI FAITH V. PASCUAL

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

Subject : **EVALUATION & VALIDATION OF DOCUMENTS AND
CONDUCT OF INTERVIEW OF APPLICANTS FOR THE POSITION
OF SECONDARY HEAD TEACHER III**

Date : March 21, 2023

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 position of Secondary Head Teacher III on **March 30, 2023**, and during the conduct of interview on **March 31, 2023** at the Office of the Assistant Schools Division Superintendent.
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.

JIAL/CPC/ASDS/CPC/afvp



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