



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-2024- 095

TO : **DR. JOHN ARIEL A. LAGURA**, OIC-ASDS/ HRMPSB Chair  
**MS. MAURINE C. CASTAÑO**, SGOD Chief/ HRMPSB Member  
**DR. JANET T. BUTALID**, OIC-CID CHIEF/ HRMPSB Member  
**MRS. BRENDA LOU D. ARANCANA JD**, ADOF IV/HRMPSB Member

FROM : **WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

SUBJECT : **APPRECIATION OF DOCUMENTS, TEACHING  
DEMONSTRATION AND CONDUCT OF TEACHER  
REFLECTION FOR SPIMS BENEFICIARIES FOR THE SCHOOL  
YEAR 2024-2025**

DATE : June 24, 2024

1. Designated as the Division Human Resource Merit Promotion and Selection Board in pursuance to DepEd Order No. 7, s. 2023, you are hereby directed to conduct appreciation of documents of the applicants for the ranking of SPIMS Beneficiaries for the School Year 2024-2025 on **June 27, 2024**, and conduct of teaching demonstration and teacher reflection of the said applicants on **July 2, 2024** at the Division Conference Room.
2. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.
3. For information, guidance, and strict compliance.



H. Zamora St., Dampas, Tagbilaran City, Bohol  
(038)427-1702; (038)427-2506  
tagbilarancity.division@deped.gov.ph