



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

Division Memorandum  
No. 476 s. 2025

**HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)  
ASSESSORS TRAINING: DEEPENING ON INITIAL  
EVALUATION AND PPST ASSESSMENT**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
School Heads/OIC of Public Elementary and Secondary Schools

1. Pursuant to the issuance of DepEd Order No. 20, s. 2024, this Office hereby informs the field regarding the conduct of the Orientation Training on the said DepEd Order. The training will be held on August 12-13, 2025, at 7:30 AM at the SDO Conference Hall.
2. This activity aims:
  - a. To deepen participants' understanding of the salient points of DepEd Order No. 20 and DepEd Order No. 21, s. 2024, particularly the updated policies and procedures for the recruitment, selection, and appointment of teachers to higher positions; and
  - b. To equip HRMPSB assessors with the knowledge and skills necessary to effectively apply the standards-based assessment process, anchored on the Philippine Professional Standards for Teachers (PPST), in evaluating applicants for higher teaching positions.
3. The participants in the said activity shall include the following:
  - a. Selected Education Program Supervisors-CID
  - b. Selected School Heads/OIC/Assistant Principals
  - c. Administrative Officers II in the field
  - d. Administrative Officer IV-ISNHS
  - e. Human Resource Personnel
  - f. Master Teachers
4. Participants are requested to bring a sample of teachers' IPCRF (Individual Performance Commitment and Review Form) for the last three (3) rating periods. This will be used for the simulation of the different processes in assessing Classroom Observation Indicators (COIs) and Non-Classroom Observable Indicators (NCOIs).



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5. Identified Learning Facilitators and Program Management Team (as per Enclosure 1) are requested to attend the following activities:

Date	Time	Activity	Venue
July 30, 2025	2:00 PM	Planning Session	SDO Mini Conference
August 11, 2025	9:00 AM-4:00 PM	Preparation of Materials and Venue	SDO Conference Hall
August 15, 2025	2:00 PM	Post-Evaluation Meeting	SDO Mini Conference

6. Please refer to Enclosures 2 and 3 for the List of Participants and Matrix of the activities.
7. This memorandum shall serve as a travel authority of all participants
8. Widest dissemination of this memorandum is desired.

**VILMA D. EDA CESO V**  
Schools Division Superintendent



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**List of Participants**

<b>No.</b>	<b>Name</b>	<b>Position/Designation</b>	<b>School/Office</b>
1	BILGERA, KRISTINE JOY	MASTER TEACHER I	APES
2	TABERNA, MA. ANGELICA	ADMINISTRATIVE OFFICER II	APES
3	RICANOR, ALEXIS	MASTER TEACHER I	BMSE
4	SEGUI, NAIRA ABIGAIL	ADMINISTRATIVE OFFICER II	BMSE
5	CHAN, VERONICA	MASTER TEACHER I	BMSW
6	CATURA, KRYSTEL ELAINE MARIE	ADMINISTRATIVE OFFICER II	BMSW
7	TABANIAG, NENITA	MASTER TEACHER I	BPES
8	RIGOS, JESSICA	ADMINISTRATIVE OFFICER II	BPES
9	QUARIO, REGINAL	ADMINISTRATIVE OFFICER II	CAMES
10	QUIBILAN, MARIBEL	MASTER TEACHER I	CAMES
11	SIABABA, JERMAINE	MASTER TEACHER I	CAPEP
12	AGUIMBAG, DENNIS	ADMINISTRATIVE OFFICER II	CAPEP
13	PONCE, MARIA FATIMA	MASTER TEACHER I	CCES
14	PIANO, JESSA MAE	ADMINISTRATIVE OFFICER II	CCES
15	REGASPI, FELIPA	EDUCATION PROGRAM SUPERVISOR	CID
16	ROBINOL, NELSON	EDUCATION PROGRAM SUPERVISOR	CID
17	ABELLA, AMELYN	EDUCATION PROGRAM SUPERVISOR	CID
18	RAMOS, MA. CRISTINA EMELY	ADMINISTRATIVE OFFICER II	GESMES
19	ANTIPORDA, MA. TERESA	MASTER TEACHER II	ISNHS - JHS
20	RAPADA, JOY JEAN MARIE	MASTER TEACHER II	ISNHS - JHS
21	CASTAÑEDA, LEONARDO	MASTER TEACHER I	ISNHS - JHS
22	DELA CRUZ, EVANGELINE	MASTER TEACHER II	ISNHS - JHS
23	CORTEZ, CLARK	MASTER TEACHER II	ISNHS - JHS
24	MANALANG, CLARITA	MASTER TEACHER I	ISNHS - JHS
25	ALCAUSIN, BENELYN REALIN	MASTER TEACHER II	ISNHS - JHS
26	RACELES, ROLLY	MASTER TEACHER II	ISNHS - JHS
27	ALONZO, JANICE	MASTER TEACHER II	ISNHS - SHS
28	BOSQUE, RICKY	MASTER TEACHER II	ISNHS - SHS
29	QUITEVIS, ROMANO	MASTER TEACHER II	ISNHS - SHS
30	SARMIENTO, MARIA BERNADETTE	ADMINISTRATIVE OFFICER IV	ISNHS-JHS
31	TABBOGA, FAYE ANGELIQUE	ADMINISTRATIVE OFFICER II	ISNHS-SHS
32	CHOI, ELIZABETH	MASTER TEACHER I	JSES
33	RECLUSADO, GLOAIDA	ADMINISTRATIVE OFFICER II	JSES
34	BULAOAT, MARGIE	MASTER TEACHER I	MES
35	FORMOSO, GRACE	ADMINISTRATIVE OFFICER II	MES
36	BAGORIO, NERISSA	MASTER TEACHER I	NES
37	PURISIMA, ONEMIG	ADMINISTRATIVE OFFICER II	NES
38	AYTONA, MAGGIE	MASTER TEACHER II/OIC	PIS
39	ANINAG, MARILOU	MASTER TEACHER I	PIS
40	RABOY, MARK JASON	ADMINISTRATIVE OFFICER II	PIS
41	ACENA, JEFFREY	MASTER TEACHER II	RES
42	RAFANAN, OINER	ADMINISTRATIVE OFFICER II	RES
43	FILART, JOVILORY AZADA	MASTER TEACHER II	RPES
44	ALINIO, CHARMAINE	ADMINISTRATIVE OFFICER II	RPES
45	FLORES, FERDINAND FELICITAS	ADMINISTRATIVE OFFICER II	SDO
46	ITCHON, ANGELENE	ADMINISTRATIVE AIDE VI	SDO
47	RIVERA, RODELIO	MASTER TEACHER I	SJES
48	ARCE, KATRINE ANNE	ADMINISTRATIVE OFFICER II	SJES
49	PATA, SHERYL	MASTER TEACHER II	SPBES
50	PAJO, ALEXANDER	ADMINISTRATIVE OFFICER II	SPBES
51	GASCON, NICOLE	ADMINISTRATIVE OFFICER II	TES
52	ALCAIN, EVANGELINE	MASTER TEACHER I	VCS
53	LAMPOTE, GEMALYN	ADMINISTRATIVE OFFICER II	VCS
54	INIBA, MARITES	MASTER TEACHER II	VNHSE

55	TAGORDA, JOCELYN	MASTER TEACHER I	VNHSE
56	RABBON, LAILANIE	ADMINISTRATIVE OFFICER II	VNHSE
57	REFUERZO, MONETTE	MASTER TEACHER II	VNHSW
58	RAFANAN, JANINE	ADMINISTRATIVE OFFICER II	VNHSW

### List of Learning Facilitators

No.	Name	Position/Designation
1	Elsie Amarin	Education Program Supervisor
2	Edgar Pescador	Education Program Supervisor
3	Editha Bagcal	School Principal IV
4	Anita Presto	School Principal III
5	Crispulo Arquero III	Master Teacher I
6	Greatest Yeng Molina	Administrative Officer IV
7	Mark Allen Sinogo	Administrative Officer IV

### Program Management Team

No.	Name	Position/Designation
1	Vilma D. Eda, CESO V Annie D. Pagdilao	Consultant
2	Rodrigo Reyes Jr.	Training Manager
3	Atty. Kim Tagorda	Program Manager
4	Grace Castañeda	QAME-In-Charge
5	Maria Korynne Taborda	Welfare Officer
6	Aurelyn Fieldad	Documenter/Secretariat
7	Princess Torricer	
8	Alimar Ablog	Moderator