



DepEd Division Office - Catanduanes
RECORDS SECTION

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Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V - BICOL
TANGGAPANG PANSANGAY NG CATANDUANES

January 15, 2025

DIVISION MEMORANDUM
No. 023 s. 2025

**HRMPSB SUB-COMMITTEE FOR THE ASSESSMENT OF ADMINISTRATIVE OFFICER I ,
ADMINISTRATIVE ASSISTANT II & III POSITIONS**

TO : Assistant Schools Division Superintendent
SGOD & CID Chiefs and Personnel
OSDS Heads and Personnel
Elementary & Secondary School Heads/OICs
School-based Teaching & Non-Teaching Personnel

1. Relative to Division Memorandum No. 513 s. 2024 titled "Acceptance of Application and Assessment for Non-Teaching Positions, and to expedite the filling up of vacant positions, the following are designated as HRMPSB Sub-Committee for the assessment of Administrative Assistant III (OSDS-Personnel Section) and Administrative Assistant II (Senior High School) and Administrative Officer I (Pandan School of Arts and Trades) on January 16, 2025, SDO Terrace.

1. JEZRAHEL T. OMADTO
Education Program Supervisor
2. MAYBELLE C. RUBIO
School Principal II
3. ELIAS ABUNDO
Public School District Supervisor
4. ROMA ANGELEE A. SOLEYBAR
Administrative Officer II
5. CHERIE V. PEREZ
Administrative Officer IV
6. MARISOL T. LIM
Public Schools District Supervisor
7. RUTH B. SORRERA
Public Schools District Supervisor
8. JAYSON M. FLORANZA
Education Program Supervisor
9. LIZA R. BERNARDO
Administrative Officer V

Sub-Committee Secretariat:

1. JEAN FLOR Q. CESTINA
Administrative Officer II
2. JESSICA D. TALION
Administrative Officer II
3. LYN ANTONETH C. TEDERA
Administrative Officer II

2. The sub-committee shall assist the HRMPSB in the comparative assessment of applicants per Deped Order No. 7 s. 2023.
3. For information, guidance, and strict compliance.

CECILE C. FERRO CESO VI
Asst. Schools Division Superintendent
OIC, Office of the Schools Division Superintendent



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