

DepEd-Division of Catanduanes
RECORDS SECTION
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Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

February 24, 2026

DIVISION MEMORANDUM

No. 281/s. 2026

ADVISORY NO. 2 TO DIVISION MEMORANDUM NO. 132, s. 2026
Re: ACCEPTANCE OF APPLICATIONS FOR NON-TEACHING POSITIONS

TO: Assistant Schools Division Superintendent
 CID and SGOD Chiefs and Personnel
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

1. Relative to Division Memorandum No. 132, s. 2026, titled "Acceptance of Applications for Non-Teaching Positions," the schedule of activities has been revised as follows:

Position: **Administrative Officer IV**
 Place of Assignment: San Miguel RDHS

Schedule	Activities	Venue	Person/s Committee Responsible	Participants
February 25, 2026 (1:30PM-3:30PM)	Written Exam and Work Sample Test	SDO - Terrace	HRMPSB and Secretariat	Administrative Officer IV Qualified Applicants
FEBRUARY 26, 2026 (8:00AM-12:00NN)	Comparative Assessment	SDO - Terrace		Administrative Officer IV Qualified Applicants

Position: **Project Development Officer I**
 Place of Assignment: Caramoran CES & Dariao ES/ Caramoran North

Schedule	Activities	Venue	Person/s Committee Responsible	Participants
February 25, 2026 (1:30PM-3:30PM)	Written Exam and Work Sample Test	SDO - Terrace	HRMPSB and Secretariat	Project Development Officer I Qualified Applicants
FEBRUARY 26, 2026 (8:00AM-12:00NN)	Comparative Assessment	SDO - Terrace		Project Development Officer I Qualified Applicants





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Position: **Administrative Officer II**

Place of Assignment: OSDS Personnel Section
Tilod ES & Sta. Maria ES Baras South.

Schedule	Activities	Venue	Person/s Committee Responsible	Participants
February 25, 2026 (9:00AM-11:00AM)	Written Exam and Work Sample Test	SDO - Terrace	HRMPSB and Secretariat	Administrative Officer II Qualified Applicants
FEBRUARY 26, 2026 (8:00AM-12:00NN)	Comparative Assessment	SDO - Terrace		Administrative Officer II Qualified Applicants

Position: **Security Guard I**

Place of Assignment: Bagamanoc Central ES / Bagamanoc South
Tabugoc Central ES / Pandan East
Pandan Centra ES / Pandan West

Schedule	Activities	Venue	Person/s Committee Responsible	Participants
February 26, 2026 (8:30AM-10:30AM)	Written Exam and Work Sample Test	SDO - Terrace	HRMPSB and Secretariat	Security Guard I Qualified Applicants
FEBRUARY 26, 2026 (1:00AM-5:00PM)	Comparative Assessment	SDO - Terrace		Security Guard I Qualified Applicants

Position: **Administrative Aide I**

Place of Assignment: Manambrag ES / San Andres West

Schedule	Activities	Venue	Person/s Committee Responsible	Participants
February 26, 2026 (8:30AM-10:30AM)	Written Exam and Work Sample Test	SDO - Terrace	HRMPSB and Secretariat	Administrative Aide I Qualified Applicants
FEBRUARY 26, 2026 (1:00PM-5:00PM)	Comparative Assessment	SDO - Terrace		Administrative Aide I Qualified Applicants



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2. The schedule for qualified applicants for other remaining positions under the DM No. 132 s. 2026 will be issued in a separate memorandum.
3. Other provisions stated in the Division Memorandum No. 132, s. 2026 shall remain in effect.
4. For information, immediate and wide dissemination, guidance and compliance.


MA. JEANY T. ABAYON

Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent