



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS
 Schools Division of Bohol

Office of the Schools Division
 Superintendent

December 14, 2023

DIVISION MEMORANDUM
 No. 0546s. 2023

**CORRIGENDUM/ADEDUM TO DIVISION MEMORANDUM Nos. 0529 dated
 December 6, 2023 and 523 December 4, 2023**

To : Assistant Schools Division Superintendent
 Functional Division Chiefs
 Public Schools District Supervisors/Acting PSDS
 Section/Unit Heads & Non-Teaching Personnel
 Public Secondary/Elementary School Heads
 All Others Concerned

1. This Memorandum announces the correction and additional member of the Committee due to the intervening equally important activities and functions of other members of the committee as well as the indicative calendar of activities in the succeeding recruitment processes:
2. For the Committees:

(Group 1)	
Administrative Officer II	Chairman : Dr. Faustino N. Toradio
Administrative Aide VI	Members : Mr. Fermin M. Albutra
Administrative Assistant II (Admin)	Mr. Guy Aranjuez
ICT Support/ Secretariat :	Mrs. Judith S. Apale
	Mrs. April Dorothy Tambis
(Group 2)	
Administrative Officer II	Chairman : Dr. Pablito D. Villalon
Administrative Assistant II (Admin)	Members : Mr. Lope Hubac
ICT Support/ Secretariat :	Mrs. Evelyn Marapao
	Mrs. Nicanora Gretli S. Fostanes
	Mr. Mark Anthony Salamanca
(Group 3)	
Project Development Officer I	Chairman : Dr. Marcela Bautista
Education Program Specialist II	Members : Dr. Evelyn H. Codilla
ICT Support/ Secretariat :	Mrs. Ma. Maulitte M. Yap
	Atty. Vanessa H. Quijano
	Mrs. Joanne Mae Bungabong

(Group 4)	
Administrative Assistant III (SB)	Chairman : Dr. Grace P. Mendez
Administrative Assistant II (DO)	Members : Mrs. Gabina F. Ladaran
	Mrs. Ma. Victoria M. Jaspe
	Mr. Gerry Sagayno
ICT Support/ Secretariat :	Mrs. Florly Saturinas
Secretariat	Dr. Fernando B. Enad
	Mark Cyril G. Potane
	Miss Karyl P. Diola
	Mrs. Helen Masillones
	Mrs. Teodomera A. Bersaluna
	Mrs. Hera A. Reyes

3. Below is the indicative schedule of activities relative to the recruitment and selection process:

DATE	ACTIVITY	PERSON/COMMITTEE RESPONSIBLE
December 18-20, 2023	Checking of completeness of applicant's documents and assessment	Ranking Committee/ HRMPSB Secretariat
December 21, 2023	Presentation of Initial Evaluation Results (IER) to HRMPSB and approval of IER	HRMPSB Secretariat
December 22, 2023	Release of Notice Qualified and Disqualified Applicants and posting of list of qualified applicants for interview	HRMO & HRMPSB
December 27-29, 2023	Behavioral Even Interview. Written Test of Applicants	HRMPSB, APPLICANTS
January 2-12, 2023	Posting of Initial results of CAR for inquiry and clarifications	HRMPSB & APPLICANTS
January 15, 2024	Conduct of Final Deliberation and Finalization of Comparative Assessment Result	HRMPSB
January 16-26, 2024	Posting of Final Comparative Assessment Result	HRMO, HRMPSB Secretariat
January 29, 2024	Submission of Comparative Assessment Result to the Appointing Authority	HRMPSB
January 30, 2024	Conduct of Background Investigation	BI TEAM
January 31, 2024	Posting of Notice of Issuance of Appointment	HRMO. HRMPSB Secretariat

4. For wide dissemination and strict compliance.

EVANGEL M. LUMINARIAS PhD., CESO V
 Schools Division Superintendent



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