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Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

01 September 2020

DIVISION MEMORANDUM
No. 195, s. 2020

**PROCESSING OF APPOINTMENT OF IMPLEMENTED
APPROVEDEQUIVALENT RECORD FORM
(UPGRADING/RECLASSIFICATION/CONVERSION)**

To: OIC-Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors/District In Charge
Elementary and Secondary School Heads
All Others Concerned

1. This is to inform the field that as of August 31, 2020, we received various Implemented **Approved** Equivalent Record Form (ERF) on Upgrading, Reclassification and Conversion of different teaching and teaching-related positions from our division.
2. All concerned personnel whose names appear on the list (Attachment 1) are requested to submit the following pertinent documents (**All in 3 copies**) at the **Human Resource Management Office** through the designated drop box at the entrance of the SDO for the processing of your appointment until September 16, 2020:
 - a. NOSCA
 - b. Form 212 (Personal Data Sheet, Revised 2017) *with Work Experience Sheet*
 - c. Authenticated PRC License (by PRC/CSC Regional Personnel) – 3 Original Authenticated Copies
 - d. Oath of Office (Revised 2018)
 - e. Form 1 (Position Description Form with Duties and Responsibilities)
 - f. Form 211 (Medical Certificate, Revised 2018) Including Medical Lab Test Results
 - g. Psycho-Neuro Examination (1 Original 2 photocopies)
 - h. Latest Approved Appointment (3 photocopies)
 - i. Updated Service Record (1 Original and 2 photocopies)
 - j. Photocopy of Approved ERF




Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya
Telephone Nos.: (078) 362-0106, 09171589946
Email Address: nuevavizcaya@deped.gov.ph
Website: www.deped-nv.com.ph

Doc Code:	FM-OSDS-RDS-001	Rev:	01
As of:	01-09-2020	Page:	58



- k. Authenticated Photocopy of Transcript of Records of Master's Degree
 - l. Signed Latest Copy of Performance Rating/IPCRF
3. For information, guidance and compliance.


RACHEL R. LLANA, Ph.D., CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent



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Doc Code:	FM-OSDS-SDS-001	Rev:	01
As of:	01-09-2020	Page:	59



Attachment 1

No.	Name	School/ District	From	To
1	Edna L. Pakid	Kindergarten	TCH1	TCH3
2	Alma B. Alperez	Elementary	TCH1	TCH3
3	Aurora T. Dulnuan	Elementary	TCH1	TCH3
4	Bernadeth C. Guilao	Elementary	TCH1	TCH3
5	Bernie W. Bueno	Elementary	TCH1	TCH3
6	Brenda S. Umayá	Elementary	TCH1	TCH3
7	Cathy Jane G. Bôngtiwon	Elementary	TCH1	TCH3
8	Dalin C. Nieva	Elementary	TCH1	TCH3
9	Delia L. Del Rosario	Elementary	TCH1	TCH3
10	Diana Rose D. Basngi	Elementary	TCH1	TCH3
11	Digna M. Fernandez	Elementary	TCH1	TCH3
12	Elvira A. Cueva	Elementary	TCH1	TCH3
13	Felianie W. Quinio	Elementary	TCH1	TCH3
14	Gemma A. Agamata	Elementary	TCH1	TCH3
15	Girlie G. De Leon	Elementary	TCH1	TCH3
16	Glenda A. Tereng	Elementary	TCH2	TCH3
17	Grace G. Erese	Elementary	TCH1	TCH3
18	Grace M. Sansano	Elementary	TCH1	TCH3
19	Hazel Joy V. Puno	Elementary	TCH1	TCH3
20	Jayson P. Oyagon	Elementary	TCH1	TCH3
21	Jayson T. Daculog	Elementary	TCH1	TCH3
22	Jean Lorraine E. Gabriel	Elementary	TCH2	TCH3
23	Jenelyn N. Lagbon	Elementary	TCH1	TCH3
24	Johnson G. Fortez	Elementary	TCH1	TCH3
25	Jona B. Balliao	Elementary	TCH1	TCH3
26	Jonabelle G. Burgos	Elementary	TCH1	TCH3
27	Jonaline B. Simsim	Elementary	TCH1	TCH3
28	Joseph R. Mariano	Elementary	TCH1	TCH3
29	Joyce T. Manuel	Elementary	TCH1	TCH3
30	Judelyn C. Pasigon	Elementary	TCH2	TCH3
31	Juliet D. Puguon	Elementary	TCH1	TCH3
32	Kathleen Gay H. Maraggay	Elementary	TCH1	TCH3
33	Kleanthe V. Hermoso	Elementary	TCH1	TCH3
34	Laila M. Umanhan	Elementary	TCH1	TCH3
35	Lanilyn F. Bagayao	Elementary	TCH1	TCH3
36	Lea N. Marcos	Elementary	TCH1	TCH3
37	Lean B. Magday	Elementary	TCH1	TCH3
38	Lilia D. Liangna	Elementary	TCH1	TCH3
39	Liwayway C. Abad	Elementary	TCH1	TCH3
40	Louindel Grace B. Mejia	Elementary	TCH1	TCH3
41	Lucia G. Dimwag	Elementary	TCH1	TCH3
42	Lydia O. Monayaw	Elementary	TCH1	TCH3
43	Mae F. Abuan	Elementary	TCH1	TCH3



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44	Maribel A. Pindog	Elementary	TCH1	TCH3
45	Marites W. Olaya	Elementary	TCH1	TCH3
46	Marivel O. Otivo	Elementary	TCH1	TCH3
47	Mark Anthony G. Neri	Elementary	TCH1	TCH3
48	Mary Ann R. Pablo	Elementary	TCH1	TCH3
49	Mary B. Addangna	Elementary	TCH1	TCH3
50	Nedyvee P. Vicente	Elementary	TCH1	TCH3
51	Noralyn G. Abungan	Elementary	TCH1	TCH3
52	Rogelio G. Peralta	Elementary	TCH1	TCH3
53	Rowena A. Timbreza	Elementary	TCH1	TCH3
54	Rubielyn L. Lagitnay	Elementary	TCH1	TCH3
55	Rubylina B. Pinera	Elementary	TCH2	TCH3
56	Shirely B. Butic	Elementary	TCH1	TCH3
57	Vanesa D. Gamdotan	Elementary	TCH1	TCH3
58	Karen G. Reyes	SHS	TCH2	TCH3
59	Kenenth Jeyson U. Galingana	SHS	TCH2	TCH3
60	Lennie O. Ligmayo	SHS	TCH2	TCH3
61	Lorna D. Roldan	SHS	TCH2	TCH3
62	Marites M. Sado	SHS	TCH2	TCH3
63	Romelia C. Tagami	SHS	TCH2	TCH3
64	Zenaida A. Nicanor	SHS	TCH2	TCH3
65	Faustino C. Taguiam	Bagabag NHS	TCH3	MTCHR1
66	Florentino A. Aban, Jr.	Bagabag NHS	TCH3	MTCHR1
67	Jhonallyn S. Gaston	Bagabag NHS	TCH1	TCH3
68	Kelvin Cris L. Santiago	Bagabag NHS	TCH1	TCH3
69	Marites A. Abon	Bagabag NHS	TCH1	TCH3
70	Wynee Blanco-Tiad	Bagabag NHS	TCH3	MTCHR1
71	Eulalie S. Galvizo	Bambang NHS	TCH1	TCH3
72	Mariza V. Hernandez	Bambang NHS	TCH1	TCH3
73	Charlstone P. Basilio	Belance HS	TCH1	TCH3
74	Precy G. Tayaban	Bonfal NHS	TCH1	TCH3
75	Decelyn D. Daculog	Bugkalot NHS	TCH1	TCH3
76	Meriam L. Acmo	Bugkalot NHS	TCH1	TCH3
77	Flor A. Mendoza	Casecnan NHS	TCH1	TCH3
78	Maureen Joy C. Lobhoy	Dupax del Norte NHS	TCH1	TCH3
79	Ma. Ellaine D. Ruiz	Dupax del Sur NHS	TCH1	TCH3
80	Wilma E. Pa-it	Kasibu NAS	TCH1	TCH3
81	Rachele Joycc M. Layno	Lamo NHS	TCH1	TCH3
82	Clarence B. Lim-ang	Murong NHS	TCH1	TCH3
83	Sonia A. Bagiw	Nansiakan NHS	TCH1	TCH3
84	Jackielyn T. Cantor	Solano HS	TCH1	TCH3
85	Kathryn C. Eugenio	Solano HS	TCH1	TCH3
86	Lorelin M. Dela Cruz	Solano HS	TCH1	TCH3
87	Michelle P. Dialangan	Solano HS	TCH1	TCH3
88	Shereen W. Paraguas	Sta. Cruz Pingkian HS	TCH1	TCH3



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