



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF CAPIZ

DIVISION MEMORANDUM
No. **544** s. 2025

120 OCT 2025

**CONDUCT OF VALIDATION AND CONSOLIDATION OF APPLICANTS FOR
RECLASSIFICATION**

TO : Assistant Schools Division Superintendent
Chief Education Program Supervisors, SGOD & CID
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Relative to Division Memorandum No. 462, s. 2025 titled **Submission of Application for Reclassification of Teaching and School Principal Positions Pursuant to DepEd Order No. 024, s 2025**, there will be batch 2 validation and consolidation of applicants on October 18, 2025, 8:00am to 5:00pm at Capiz Division Multi-Purpose Hall.
2. Anent this, identified School and District Subcommittee Secretariat (Enclosure No.1) are requested to assist the Division Human Resource Merit & Promotion Board (HRMPSB).
3. Expenses relative to the conduct of this activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
4. Non-teaching staff who will attend this validation will be given compensatory leave credits. It is understood, however, that these leave credits shall be only used to offset absences and not for commutation of leave credits for monetization. Compensatory time off is non-cumulative and should be utilized within one year. This is granted under CSC and DBM Joint Circular No. 2, s. 2004 dated October 2004.
5. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Encl.: None
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEES

EVALUATION

DDB/ DM_EvaluationRecla2
0040/ October 17, 2025



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF CAPIZ

Enclosure No. 1 to SDM No. 544, s. 2025

Elementary

1. Mark Louie D. Ortencio
2. Anaveh M. Gumogda
3. Vanessa Ann H. Falayas
4. Mayren Joy A. Apostol
5. Krestli Zyra Albaña
6. Karen Compuesto
7. Harlene Joy Buday
8. Nivard Cartujano
9. Lenyl Cabuslay
10. Irene Balucan
11. Arjhun Batilaran
12. Mary Grace Catriz
13. May Gregorio
14. Mialyn Estocada
15. Adrian Licanto
16. Evelyn Linan
17. Michel Mae Dasal
18. John Mark Desales
19. Glicerma Gervero
20. Karen Compuesto
21. Nivard Cartujano
22. Harlene Joy Buday
23. Ma. Julie Dagmil
24. Vergie Castor
25. Jolly Vie Gigare
26. Marianne L. Magbanua
27. Juribel A. Onato
28. Mia Joy Dilla
29. Jennifer Dequiña