



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

DIVISION MEMORANDUM

No. 502 s. 2026

16 OCT 2026

**RESULTS OF THE INITIAL EVALUATION OF APPLICANTS FOR PRINCIPAL AND PUBLIC
SCHOOLS DISTRICT SUPERVISOR AND SCHEDULE OF SUBSEQUENT SELECTION
ACTIVITIES**

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

1. This Office announces the results of the initial evaluation of applicants for the position of Principal and Public Schools District Supervisor (PSDS) and provides the schedule of the succeeding stages of the selection process.

2. The Human Resource Merit Promotion and Selection Board (HRMPSB), through the Secretariat, has completed the initial evaluation and verification of the application documents submitted by applicants.

The list of applicants who met the minimum qualification requirements and are qualified to proceed to the next stage of the selection process, as well as those who were disqualified and the corresponding grounds for disqualification, is attached as **Annex A** of this Memorandum.

3. Qualified applicants are advised of the following activities that shall be conducted on **October 19-20, 2026**:

Date	Activity	Time	Applicant	Venue
October 19, 2026	Registration	8:30 am – 9:00 am	All	Division Multi-Purpose Hall
	Orientation	9:00 am – 9:15 am	All	
	Interview	9:16 am – 10:00 am	PSDS	
		10:01 am – 12:00 nn	P I & P II	
	Written Exam	9:16 am – 10:00 am	P II	
	Written Exam & Skills/Work Sample Test	10:01 am – 12:00 nn	PSDS	
	Open Ranking	1:00 pm – 5:00 pm	All	
October 20, 2026	Open Ranking	9:00 am - 5:00 pm	All	

4. All qualified applicants are requested to bring the **original copies** of the submitted documents for verification purposes. Applicants shall likewise bring their **laptop and charger** to be used during the conduct of the Written and Work Sample Test and other assessment activities, if necessary.



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5. Expenses relative to the conduct of this activity shall be charged against SDO MOOE funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Encl.: As stated
References: As stated

To be indicated in the Perpetual Index
Under the following subjects:

RANKING

PROMOTION