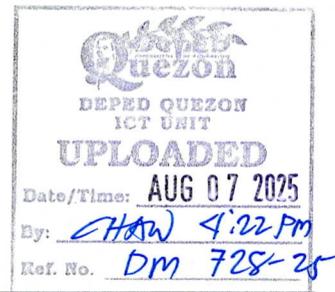




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



07 August 2025

DIVISION MEMORANDUM
 DM No. 728, s. 2025

**DIVISION HRMPSB AND SUB-COMMITTEE ASSESSORS TRAINING
 AND DEEPENING ON CLASSROOM OBSERVATION
 AND PORTFOLIO ASSESSMENT**

To: Assistant Schools Division Superintendents
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to Executive Order (EO) No. 174 s. 2022 , titled “**Establishing the Expanded Career Progression System for Public School Teachers**”, and DM-OUHROD-2025-0554 titled “**Program Support Fund Utilization Guidelines for the Conduct of Human Resource Merit Promotion and Selection Board (HRMPSB) Assessors Training: Deepening on Initial Evaluation and PPST Assessment at the Division Level**”, this Office, announces the conduct of the **Division HRMPSB and Sub-committee Assessors Training and Deepening On Classroom Observation and Portfolio Assessment** on the following dates and venues:

Batch	Date	Venue	Participants
1	August 20-22, 2025	TBA within Lucena City	1st and 3rd CD
2	August 27-29, 2025	TBA within Lucena City	2nd & 4th CD

2. This activity aims to:
- increase the number of **competent, credible, and objective** assessors of teacher competencies.
 - ensure that members of the HRMPSB and Sub-committees have sufficient skills necessary for conducting thorough and fair evaluation and assessment.
 - establish consistent and standard evaluation and assessment processes across the division compliant to current existing guidelines.

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3. Participants to this training include Division HRMPSB with all Education Program Supervisors (EPSs) and 5 HRMO Personnel. For the district sub—committe members there should be seven (7) participants to attend this training composed of the following:

- 1 Public Schools District Supervisor
- 2 Elementary School Principal
- 2 Secondary School Principal
- 2 Administrative Officer II (1 Elementary & 1 Secondary)

Please see attached complete list of participants per batch schedule.

4. Participants are required to bring 2 sets of IPCRF for Proficient and Highly Proficient Teachers for the last three school year (SY 2022-2023, 2023-2024 and 2024-2025) needed for the training workshop.

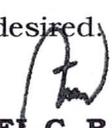
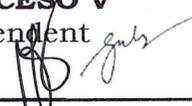
5. Participants are expected to be at the training venue before 7:30 AM of Day 1 for the Opening Program. The training does not cover Day 0 accommodation of the participants.

6. All DepEd personnel who will attend training and render seviles during holiday shall be given Service Credits and Compensatory Overtime Credits (COC) pursuant to DepEd Order No. 3 s. 2003 and CSC-DBM Joint Circular No. 2 s. 2024 based on the actual services rendered.

7. Foods and accommodation expenses during the training shall be charged to the PSF and HRTD Fund while travel and incidental expenses of the participants shall be charge to Division/School MOOE subject to usual auditing and accounting rules and regulations.

8. For further information please contact Mr. Jaime F. Zara Jr., Education Program Supervisor at 09765522193.

9. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

cid-ims/jfz/08/07/2025
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 SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure No. 1 to DM No. 728, s. 2025

LIST OF PARTICIPANTS
 DIVISION HRMPSB AND SUB-COMMITTEE ASSESSORS TRAINING AND
 DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT
Batch 1 – August 20-22, 2025
 Venue: TBA, within LUCENA CITY

DISTRICT	PSDS	Elem. School Principal	Elem. School Principal	Secondary School Principal	Secondary School Principal	AO-II Elementary	AO-II Secondary
Burdeos	Leonora T. Mopera	Renante A. Verzo	Marwin B. Alpajora	Marnita G. Banderada	Arnold Canales	Heizel H. Aristorena s	Lovely Joy T. Asutilla
Gen. Nakar 1	Maribel M. Santelices	Mayla M. Vicencio	Brenda V. Justo	Anna Liza C. Romantico	Jay R M. Dela Torre	Rosemarie M. Torres	Karen S. Flora
Gen. Nakar 2	Marry Ann T. Espiritu	Lilian L. Coloma	Jerica B. Japor	Allan E. Data	Ruel A. Villareal	Jose E. Villareal	Princess Marie Joy R. Dela Carzada
Infanta	Luzviminda T. Buerano	Dennes R. Lagrimas	Mary Ann L. Sarmiento	Sahlee A. Salgo	Jefferson G. Prudente	Rizza Jan D. Pradillada	Jinielyn Morfe
Lucban	Maria Carla M. Caraan	Celerina M. Abaricia	Rosalie R. Abcede	Reynaldo V. Nanong	Caroline J. Vivares	Sharon M. Vdenzuela	Olive Abaricia
Mauban North	Elenar B. Opena	Jaime L. Martinez Jr	Mharlee V. Derecho	Aris A. Barago	Sherwin P. Vargas	Romel Timbre	Elaine Gay Caagbay
Mauban South	Aurea J. Gandia	Manolito C. Villamena	Edwin B. Calong	Mario A. Guevarra	Wilson S. Martinez	Ma. Andrea Almariego	Julie Ann E. Manipol
Pagbilao 1	Catalino L. Porta	Ronald V. Garcia	Leah M. Roperez	Marina Abueva	Elmer Ravina	Mark Lester Centeno	Rowena Albaran
Pagbilao 2		Nora J. Astronomo	Ma. Venia L. Grimaldo	Carlo M. Pacinos	Jennifer E. Ayapana	Mary Antuanette M. Rodriguez	Czarina Gaye J. Mendiola
Panukulan	Marry Ann T. Espiritu	Alaida A. Remoroza	Rheca V. Nolleddo	Gina A. Avellaneda	Priscila R. Mortiza	Maria Lyda A. Soltura	Jovie A. Pumares
Patnanungan	Avelino R. Bucad Jr.	Mylene A. Ayuma	Rhoderick C. Bumanglag	Jesson R. Parale	Sheryl Jean N. Dig	Jenelyn J. Llaneta	Precious E. Rodriguez
Jomalig	Michelle M. Solis	Michael N. Malabunga	Jane Jasmin M. Galicia	Ruben B. Lladone	Gregoria S. Jimenez	Iannie May T. Manlogon	Johnsen Lopez
Polillo	Jaybert R. Saron	Ofelia C. Castillo	Johseder S. Villanueva	Janet N. Suaverdez	Mary Grace A. Serrano	Monalyn M. Ortillano	Mae Angelica S. Buri
Real	Ireen O. Aveno	Jeric V. Prudente	Rhienald Rivera	Ligaya U. Parale	Clarissa B. Decena	Nanette A. Tan	Emma Balino
Sampaloc	Reyvi C. Faraon	Marivi D. Ladines	Maria Teresa M. Lucila	Myla V. Combalicer	Gladlyln L. Sasa	Riza S. Lalunio	Marygold C. De Chavez
Agdangan	Meriam C. Camposano	Janette A. Abanador	Monico C. Oriel	Melba G. Gonzales	Marlon R. Arevalo	Irish B. Cueto	Minerva D. Mancilla
Buenavista 1	Sharon A. Villaverde	Reygan Lazo	Elena D. Lizano	Rogelio Villapando	Nea Besmonte	Paola Cejane	Wensam M. Pentinio
Buenavista 2	Isidro P. Delos Reyes	Haide O. Hutamares	Glenn M. Pardines	Rodel D. Magyaya	Marlon M. Magyaya	Ernick Con D. Lizano	Shiela Mae D. Paña
Catanauan 1	Chona D. Andrade	Ginalyn G. Esguerra	Marlyn S. Rosales	Ma. Violeta D. Elises	Susana J. Maano	Cherie Rose Aranza	Leah Maris
Catanauan 2	Angelito A. Olvida	Delano Y. De Los Reyes	Aida S. Mandiato	Marilou T. Banal	Jessie A. Bonillo	Cristine C. Batugon	Karlo Cedrick R. Ressureccion

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General Luna	Anabelle F. Empleo	Lino P. Mabilin	Aurelio L. Miranda Iv	Sheila S. Silang	Luningning Mendoza	Jhoana May Wariza	George Gozo
Macalelon	Mercedita G. Lorredo	Rex L. Mirando	Elda B. Avila	Melecia C. Cueto	Cecilio M. Morelo	Ameicel A. Hutalla	Chenee S. Mascardo
Mulanay 1	Rebie A. Marciano	Windell R. Nanagas	Annie Marie N. Diokno	Alvin A. Oseno	Adelina A. Gonzales	Jaypee M. Robles	Marilyn A. Solomon
Mulanay 2	Darwin L. Villaflor	Maria Lorena R. Regalia	Felomino R. Tagle	Erwin Paul D. Tagle	Susan B. Luna	Carina R. Rosales	Mary Ann Penaredonda
Padre Burgos	Nolan L. Santoalla	Flora P. Mayol	Angelo L. Apolinar	Prescila D. Cortez	Elenita B. Besabe	Lorena M. Navalta	Marvin A. Boladas
Pitogo	Marilyn N. Permejo	Evelou F. Escosia	Clarissa L. Aguilar	Carmencita T. Ponce	Clinton Jay C. Medina	Abegail F. Sevial	Marie Joy R. Abesamis
San Andres	Waldymar E. Pasacsac	Ronald N. Saniel	Elvira B. Linab	Felix M. Alegre	Eric V. Mornaol	Gomar A. Mendrije	Maila S. Ausa
San Francisco 1	Ruth B. Son	Maria Liwayway D. Fernando	Winston B. Mendoza	Benedict C. Abello	Maria Teresa J. Alvasan	Mahalaleel H. Diola	Karen Joy E. Macatangay
San Francisco 2	Ruth B. Son	Rodel D. Dimatera	Lores M. Magallon	Loradel B. Romano	Chr5istian O. Acleta	Gineveve C. Marin	Ayndrian A. Barco
San Narciso 1	Ferdinand T. Glor	Ariane Araw	Ariel Arenas	Rousell Lito E. Alva	Dina Q. Banaban	Mildred Muhi	Miralona Uy
San Narciso 2	Nimpha L. Reyes	Mechelle P. Uy	Teresa J. Amaro	Bernardo Cristino P. Altamira	Vergel E. Victor	Alona G, Curioso	Francis C. Lingahan
Unisan	Edna L. Cabrera	Donna V. Mogol	Arelyn M. Manalo	Peter Andrew G. Regencia	Catalina P. De Tobio	Maria Karen M. Villegas	Richel P. Pareja

PROGRAM MANAGEMENT TEAM
Batch 1 – August 20-22, 2025

1. Roselyn Q. Golfo, PhD	Assistant Schools Division Superintendent
2. Lorena S. Walangsumbat, EdD	OIC- ASDS
3. Regina V. Marino	HRTD SEPS
4. Jaime F. Zara Jr .	EPS /Facilitator
5. Grace U. Salvatus	Principal II / Facilitator
6. Cynthia M. Tadong	HT V / Facilitator
7. Ariel C. Del Mundo	Principal II /Facilitator
8. Margarita A. Rodrigo	Principal IV/ Facilitator
9. Guada C. De Jesus	Principal I / Facilitator
10. Anna jean C. Ogerio	AO II/TWG Member
11. Shiela M. Reyes	Principal 1/TWG Member
12. Jayson Magnaye	Head Teacher I / TWG Member
13. Ma. Eden Joy R. Ferrolino	AO II/ TWG Member
14.	Nurse II
15.	M&E Associate

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Enclosure No. 2 to DM No. 708, s. 2025

LIST OF PARTICIPANTS
 DIVISION HRMPSB AND SUB-COMMITTEE ASSESSORS TRAINING AND
 DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT
Batch 2 – August 27-29, 2025
 Venue: TBA, within LUCENA CITY

DISTRICT	PSDS	Elem. School Principal	Elem. School Principal	Secondary School Principal	Secondary School Principal	AO-II Elementary	AO-II Secondary
Candelaria East	Raquel P. Marcuap	Felix C. Cornejo	Cynthia J. Reyroso	Rowena S. Castro	Arlene R. Laylo	Merry Cris S. Pabillar	Aileen Abrigar Pasia
Candelaria West	Restituto M. Hernandez	Margarita A. Rodrigo	Jasmine V. Laguador	Violeta T. Catapia	Gilbert M. De Alday	Univerze V. Arellano	Aileen F. Albitos
Dolores	Gilbert C. Alva	Roderick A. Reyes	Michelle N. Manalo	Serafin M. Caringal	Clariza Lourdez F. Malveda	Mariah Sushmita C. Tenorio	Pia Sarah L. Claveria
San Antonio	Francisco D. Oblea	Cecilia V. Rocafort	Lina O. Flores	Ricardo L. De Guzman	Aleli L. Hernandez	Yeza E. Ballestra	Gellie Mare F. Sedilla
Sariaya East	Carlito B. Gunay	Maria Aleth D. Balote	Maribel Cosain	Joseph C. Hinanay	Esperanza R. Villa	Danria Paulette De Mesa	Anna Jean M. Ogerio
Sariaya West	Ma. Lourdes C. Cabanag	Vilma P. Quedilig	Alicia P. Mercado	Felisa B. Quevada	Maricar L. Tagara	Russell Rodriguez	Jay Isaac Datinggaling
Tiaong 1	Maria Fatima U. Calayag	Estrella D. Cueno	Nympha T. Licaros	Jessie V. Vasquez	Dennis Dimaculangan	Christine A. Bihis	Maria Adela Mendoza
Tiaong 2	Mario Pablo V. Umali Jr.	Donata J. Añonuevo	Amelia L. Yazon	Analyn V. Atienza	Greta A. Entoma	Lilibeth L. Castellano	Venus P. Briones
Alabat	Melanie D. Bonquin	Liza T. Rodillas	Lecerio F. Delmoro Jr	Leilani A. Pregellana	Reggie Sarmiento	Maria Carmela Caparros	Via Mae Lumanglas
Atimonan 1	Susana. P. Nera	Raquel Q. Mapaye	Maria Eloisa A. Altez	Rene Portades	Reynante Velasco	Rosvyl Claudia Esposo	Mercy Defante
Atimonan 2	Caridad C. Grimaldo	Josephine M. Encanto	Frankie S. De Torres	Elpidio S. Javier	Ma. Lila Medea L. Labios	Ma. Roselyn M. Felicisimo	Juanita S. Salas
Calauag East	Helen R. Esternon	Lorenza Hazel T. Ruiz	Ma. Cecilia E. Tarusan	Reynaldo I. Zamora I	Mark Anthony R. Marano	Anna Ruth R. Obniala	Bryan O. Arquilita
Calauag West	Carmelo Eusebio P. Altamira	Evangeline A. Macapagal	Rowelyn E. Fronda	Salve J. Hosain	Nestor N. Sandoval	Kimberly V. Magalona	Mary Grace A. Zamora
Guinyangan North	Melinda R. Camacho	Jose Paolo R. Dapula	Michelle M. Seguerra	Gelyn D. De Castro	Leopoldo B. Mendoza	Madonna Nicolas	May C. Cantimprate
Guinyangan South	Melinda R. Camacho	Leonardo Mendoza	John Angelo J. San Pedro	Nierito P. Itable	Jackielou M. Cortez	Kristine G. Manuel	Lea Cantos
Gumaca East	Lourdes M. Tan	Illuminada Q. Bonifacio	Loida V. Hidalgo	Arminda D. Red	Daisy A. Zamora	Mike Lawrence A. Quidor	Mary Rose S. Amolar

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Gumaca West	Marlon M. Rañeses	Gerry A. Grimaldo	Arnel D. Pardines	Greg I. Racelis	Nanette D. Ramirez	Paul Harvey M. Martinez	Reivall B. Valiente
Lopez East	Orlando D. Serdon	Melanie R. Sario	Philip M. Leogo	Eric Molines	Asela Loree V. Demdam	Marizelle N. Luna	Anamer Ongaria
Lopez West	Rejulios M. Villenes	Carmen F. Valdoria	Regina F. Noel	Victor Emmanuel D. Maderazo	Jean H. Villela	Reina Almira M. Alano	Dalia M. Vito
Perez	Rexter J. Anda	Kim Mathew L. Valdez	Veronica O. Reyes	Sighlie M. Regodon	Ceres A. Red	Kyzl V. Avistado	Laramae Larita
Plaridel	Carla Marie D. Carandang	Carina P. Jamilano	Marites Legaspi	Cherie Lou A. Dedase	Maribel Mapaye	Lerna Mapaye	Abegail Nepomuceno
Quezon	Antonio D. Revillame	Antonio O. Luna	Jocelyn C. Villaverde	Chona L. Canzana	Minerva C. Luna	John Mark Z. Alayan	Austin L. Seco
Tagkawayan 1	Isagani H. Matibag	Alejandro L. Ayusip	Edeleth M. Cortez	Gilberto O. Grauito	Emelyn C. Medrano	Arjay S. Reyes	Ma. Faye Kimberly S. Pancho
Tagkawayan 2	Alicia V. Gonzales	Thelma E. Manalo	Rey A. Delos Santos	Elias E. De Castro	Manuel Randy S. Del Rosario	Luisitio S. San Diego	Nova R. Alabastro

Division HRMPSB Members

1. OIC CID Chief Carmela Ezcel A. Orogo
2. EPS Walter F. Galarosa, PhD
3. EPS Maria Dylin S. Garcia
4. EPS Asuncion C. Ila
5. EPS Joseph E. Jaras
6. EPS Fernando T. Seño
7. EPS Abner L. Pureza
8. EPS Jee-ann O. Borines
9. EPS Joan A. Mauhay
10. EPS Carmen H. Macatugob
11. EPS Jay S. Alfaro

Division HRMO Personnel

1. Rowena Romey ADAS III
2. Sarah Quindoza ADAS II
3. Kathy Gasapo ADAS II
4. Rizza Mendoza ADAS II
5. Cindy Perez ADAS III

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PROGRAM MANAGEMENT TEAM

Batch 2 – August 27-29, 2025

Venue: TBA – within Lucena City

1. Roselyn Q. Golfo, PhD	Assistant Schools Division Superintendent
2. Lorena S. Walangsumbat, EdD	OIC- ASDS
3. Regina V. Marino	HRTD SEPS
4. Jaime F. Zara Jr .	EPS /Facilitator
5. Grace U. Salvatus	Principal II / Facilitator
6. Cynthia M. Tadong	HT V / Facilitator
7. Ariel C. Del Mundo	Principal II /Facilitator
8. Margarita A. Rodrigo	Principal IV/ Facilitator
9. Guada C. De Jesus	Principal I / Facilitator
10. Reylan L. Ranillo	AO II / TWG Member
11. Raymond Q. Nieva	ADAS / TWG Member
12. Rhealou B. Adriano	HT III/ TWG Member
13. Maria Solita Paras, EdD	HT III / TWG Member
14.	Nurse II
15.	M&E Associate

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