



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



July 14, 2026

DIVISION MEMORANDUM

No. **07-20** 2026

TO : PRINCIPALS/SCHOOL HEADS OF:

KARYL ANN MAE C. ESPINILE
ALYSSA MAE E. CONTE
BRYLLE HENSON F. LUNA
ALONDRA PRELSIE C. DONOSO
ANJELIC CONTE,
MARY GRACE T. GOÑA
NORSAIMA G. PANGCATAN
Administrative Officer II

From : MANUEL O. CABERTE
Schools Division Superintendent

Subject : ASSISTANCE TO HRMPSB IN THE ASSESSMENT OF PERTINENT DOCUMENTS OF AO II and PDO I APPLICANTS

The Human Resource Merit Promotion and Selection Board (HRMPSB) will convene on July 15-17, 2026 to conduct the assessment of pertinent documents submitted by applicants for the positions of Administrative Officer II and Project Development Officer I.

In view of the voluminous documents to assess, the above-named AO IIs are hereby requested to report to the Schools Division Office during the said period to assist the HRMPSB in the assessment and evaluation of the applicants' documents. Their assistance is essential to ensure the speedy completion of the comparative assessment process, and therefore timely deployment of AO IIs and PDO Is to schools.

For compliance.



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