



Republic of the Philippines
Department of Education
 REGION IX - ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

DepEd, Division of Zamboanga Sibugay	
RECORD SECTION	
NO: 143988	TIME: 2:12 PM
BY: _____	DATE: 23 APR 2026
RELEASED	

**Office of the Schools Division
 Superintendent**

April 23, 2026

DIVISION MEMORANDUM
 NO. **234**, s. 2026

**LIST OF APPROVED ERF, RECLASSIFICATION AND CONVERSION FOR
 APPOINTMENT (TEACHER III, HEAD TEACHER AND MASTER TEACHER
 POSITIONS) (OLD GUIDELINES) IN FY 2026**

To: **Asst. Schools Division Superintendent**
Division Chiefs and Unit Heads
All Education Supervisors and District Supervisors
All School Heads
All Administrative Officers
All Others Concerned
This Division

1. The field is hereby informed on the List of Approved ERF, Reclassification and Conversion for Appointment (Teacher III, Head Teacher and Master Teacher Positions) (*Old Guidelines*) in FY 2026.
2. All concerned personnel are hereby instructed to submit their pertinent documents in a long brown folder, complete with a cover page and properly labeled side tab, to their respective School Administrative Officer II. These documents shall undergo initial verification for completeness prior to endorsement to the District Office.
3. The designated Administrative Officer II (Focal Person) in the district shall consolidate and submit the documents, by district, to the Schools Division Office thru the Records Section not later than **April 29, 2026**.
4. The effectivity date of Reclassification appointment is subject to complete submission of pertinent documents.
5. Please see attached enclosure for the list of concerned personnel.



📍 Pangl, Ipil, Zamboanga Sibugay, 7001
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6. School Heads, School and District AOs are directed to assist the concerned teachers on the preparation of their pertinent papers and ensure 100% submission as part of your respective KRAs.
7. Immediate and widest dissemination is enjoined.

VIRGILIO P. BATAN JR., CESO V
Schools Division Superintendent

For the Schools Division Superintendent:

ROSMINDO L. ANCHETA JR.
Education Program Supervisor
In-Charge of the Office

Encl: As stated

To be indicated in the Perpetual Index under the following subjects:
ERF CONVERSION RECLASSIFICATION

ZS-DM-OSDS-PER-2026-04-029-0
RRAR20260423



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Enclosure No. 1 to Division Memorandum No. __s. 2026

No.	NAME	SCHOOL/DISTRICT	NEW ITEM NUMBER
1	ZAMORAS, MARLON BATION	ALICIA NHS	HTEACH4-570012-2026
2	RAMOS, REMIE BACLASON	DAWA-DAWA NHS	HTEACH1-570024-2026
3	BLASCO, MA GRACE BELLO	DAWA-DAWA NHS	HTEACH1-570030-2026
4	RANAS, ELIZABETH AYOMA	KAWAYAN NHS	HTEACH2-570007-2026
5	NEBRIJA, NEMECIO MAYO	KAWAYAN NHS	HTEACH2-570012-2026
6	CUIZON, ANGELENE CABALIDA	MILAGROSA NHS	HTEACH1-570033-2026
7	BONGCALES, NEMIA BURLASA	ALICIA DISTRICT	HTEACH1-570047-2026
8	LEGASPI, GEMMA BAGONA	ALICIA DISTRICT	HTEACH1-570020-2026
9	MERARZA, ROSELYN BALASABAS	BASALEM NHS	HTEACH3-570028-2026
10	MENSIDOR, JONASH BALLESTA	BUUG DISTRICT	HTEACH1-570048-2026
11	PERMANO, AILEEN HOTELLANO	BUUG DISTRICT	MTCHR1-570061-2026
12	GUMISAD, JULITO MAGSAYO	DIPLAHAN DISTRICT	TCH3-570355-2026
13	RAGUDO, CELERINA BRILLANTES	DIPLAHAN DISTRICT	MTCHR1-570013-2026
14	ESPARAGO, HAROLD KIN BORDIOS	DIPLAHAN DISTRICT	MTCHR1-570014-2026
15	SANCHEZ, ROSAURO JR. SUMALINOG	GUINTOLAN NHS	HTEACH1-570025-2026
16	BASUG, VON ANDRIE VILLANUEVA	GUINTOLAN NHS	HTEACH1-570026-2026
17	PATENO, LOURLY DELA CRUZ	IMELDA DISTRICT	MTCHR1-570027-2026
18	SALUBA, GINA CAMILLO	BACALAN NHS	HTEACH3-570032-2026
19	ALCORIZA, EUFEMIA TUBLE	MAKILAS NHS	HTEACH3-570029-2026
20	BERMUDEZ, JEFFREY DIONIO	MAKILAS NHS	HTEACH3-570031-2026
21	JAINAR, WESIL ABANILLA	MAKILAS NHS	HTEACH3-570030-2026
22	PATENDOL, MARY AN SEVILLA	TAWAY NHS	HTEACH6-570012-2026
23	ARSENAL, MA. JOVIS PRESNO	TAWAY NHS	HTEACH1-570042-2026
24	VILLAESPIN, AIZA TURNO	TIMALANG NHS	HTEACH1-570039-2026
25	MAHILUM, GLORIETA ODTOHAN	ZAMBO. SIBUGAY NHS	HTEACH4-570013-2026
26	BANDOJO, AMELIE JUNIO	IPIL DISTRICT	MTCHR2-570011-2026
27	CARREON, MARICOR SALINAS	IPIL DISTRICT	MTCHR2-570027-2025
28	LABE, DAPHNIE ANCHETA	IPIL DISTRICT	MTCHR2-570014-2026
29	CRUZ, JESSICA ESCUADRO	IPIL DISTRICT	MTCHR2-570016-2026



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30	PENULIAR, ELVIE QUEZON	IPIL DISTRICT	MTCHR2-570018-2026
31	AGPAWA, NIDA ESTRERA	IPIL DISTRICT	MTCHR2-570019-2026
32	ESMERALDA, ELVIN ALMEROL	IPIL DISTRICT	MTCHR1-570030-2026
33	TAMSI, ELAINE GRACE MEDINA	FRANCISCO RAMOS NHS	HTEACH3-570025-2026
34	BEZAR, LILIBETH SABLAN	KABASALAN SCI. & TECH. HS	HTEACH1-570032-2026
35	ENCARNACION, MARIA CARMEN BELGICA	KABASALAN SCI. & TECH. HS	HTEACH1-570031-2026
36	BANSE, MAE-AN SEPRADO	SIMBOL NHS	HTEACH1-570038-2026
37	MAGARO, MERCEDITA SARAO	SIMBOL NHS	HTEACH2-570018-2026
38	VIERNES, MARVELYN ARAZA	SIMBOL NHS	HTEACH5-570038-2026
39	BALDICANTOS, ROVELYN CABAÑERO	KABASALAN DISTRICT	HTEACH1-570051-2026
40	TRIVELES, THEUS TYRONE TULABING	KABASALAN DISTRICT	HTEACH1-570014-2026
41	ACAS, MARILOU CARACOL	KABASALAN DISTRICT	HTEACH1-570019-2026
42	BALADJI, MUKSAN BARA	KABASALAN DISTRICT	HTEACH2-570003-2026
43	MORADA, RANDOLF OROC	KABASALAN DISTRICT	HTEACH2-570002-2026
44	PITOH, SHIOBY JACO	KABASALAN DISTRICT	TCH3-570353-2026
45	GUTIEREZ, DENNIS TUMALIS	MABUHAY AGRO-IHS	HTEACH1-570035-2026
46	MAGDULA JR., CARLOS GOMEZ	MABUHAY NHS	HTEACH2-570010-2026
47	BUAYA, FLAVIANA DIONGSON	MABUHAY NHS	HTEACH2-570009-2026
48	ARNOCO, JESUS ARCENAL	MABUHAY NHS	HTEACH4-570009-2026
49	BACORNAY, ANDIE GONJOB	MABUHAY DISTRICT	HTEACH1-570050-2026
50	LIBRE, MANUELITO CANTINA	MABUHAY DISTRICT	HTEACH1-570044-2026
51	OMAMALIN, EDLYN CASAS	MABUHAY DISTRICT	HTEACH1-570016-2026
52	ANTONIO, JONNAMAEL LELIS	CATITUAN NHS	HTEACH1-570028-2026
53	RAPAL, MARISSA REJAS	CATITUAN NHS	HTEACH1-570027-2026
54	LUNA, ROSEMARIE MEJOS	DIONISIO LOPEZ SR. NHS	HTEACH1-570029-2026
55	MODAPIL, VOS ABDULLAH	MALANGAS DISTRICT	HTEACH1-570018-2026



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56	MONTILLA, ARLENE LADANAN	MALANGAS DISTRICT	HTEACH1-570010-2026
57	TAMPIPI, ROAIDA SULTAN	MALANGAS DISTRICT	HTEACH1-570007-2026
58	ESPINA, NICODEMUS POGATE	MALANGAS DISTRICT	HTEACH1-570022-2026
59	GUEVARRA, FLORDELIZA ALBACIA	MALANGAS DISTRICT	TCH3-570354-2026
60	GERONGCO, RONALIE VILLASOR	MALANGAS DISTRICT	MTCHR1-570017-2026
61	MAGSAYO, RONELYN AURORA	MALANGAS DISTRICT	MTCHR1-570018-2026
62	ALVARADO, ROWENA CARUMBA	NAGA NHS	HTEACH2-570013-2026
63	SALADAGA, MARIBETH REVANTAD	SULO NHS	HTEACH2-570011-2026
64	MUNOZ, DEBORAH SUBIDO	NAGA DISTRICT	HTEACH2-570001-2026
65	DELGADO, RHONA ALFARAS	NAGA DISTRICT	MTCHR1-570011-2026
66	ESTRADA, ANNALYN LICODAN	NAGA DISTRICT	MTCHR1-570012-2026
67	TIMUSAN, JOSEPH ANTHONY SAGA	NAGA DISTRICT	MTCHR1-570015-2026
68	GALON, ROEN ANTHONY SINCO	NAGA DISTRICT	MTCHR1-570016-2026
69	DIONALDO, REYMA ALVAREZ	OLUTANGA NHS	HTEACH2-570008-2026
70	PIDOR, MIRAH CABARSE	PANTALEON CUDIERA NHS	HTEACH1-570037-2026
71	PITOH, NADJAR CASALIN	OLUTANGA DISTRICT	HTEACH1-570021-2026
72	HERMOSO, ARIEL SORIANO	BULAWAN NHS	HTEACH2-570015-2026
73	TANDASING, FLORISSA PELAYO	NANAN NHS	HTEACH2-570014-2026
74	DIONES, MONESSA AMPUAN	PAYAO NHS	HTEACH3-570027-2026
75	CALONIA, AIDA EBALLA	PAYAO NHS	HTEACH4-570010-2026
76	GUEVARA, EDWIN LIMEN	PAYAO NHS	HTEACH3-570026-2026
77	KILAT, LEISEL SASING	PAYAO DISTRICT	HTEACH1-570011-2026
78	ABRINICA, ROJELYN INFANTE	PAYAO DISTRICT	HTEACH1-570023-2026
79	SALAVE, LUZ MARIE MACAPOBRE	PAYAO DISTRICT	HTEACH2-570006-2026
80	AMORAN, RONELA LUMATAO	R.T. LIM DISTRICT	HTEACH1-570049-2026
81	CABILLO, GUIA DELA FUENTE	R.T. LIM DISTRICT	HTEACH1-570046-2026
82	DEITA, CYNTHIA DRILON	R.T. LIM DISTRICT	MTCHR1-570020-2026
83	DEQUILLA, ARCHIE DEOCADEZ	R.T. LIM DISTRICT	MTCHR1-570021-2026
84	CAINGLET, MIRASOL SUMALPONG	R.T. LIM DISTRICT	MTCHR1-570022-2026



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85	SALBORO, MICHELLE JANE GUMANDAO	R.T. LIM DISTRICT	MTCHR1-570023-2026
86	BITOON, MARYDOL ARROYO	R.T. LIM DISTRICT	MTCHR1-570024-2026
87	ORBINAL, MERCY HENSON	R.T. LIM DISTRICT	MTCHR1-570025-2026
88	BALANSAG, MARICRIS MATUGAS	R.T. LIM DISTRICT	MTCHR1-570026-2026
89	SAROMINES, KHAREN DEQUILLA	R.T. LIM DISTRICT	MTCHR2-570013-2026
90	ANIÑON, MA. CATHERINE SELEN	R.T. LIM DISTRICT	MTCHR2-570012-2026
91	GUZMAN, MARILYN HENSON	R.T. LIM DISTRICT	MTCHR2-570010-2026
92	DELEVERIO, PETER DALTOON BANDE	CAMANGA NHS	HTEACH1-570041-2026
93	MACUD, DAYPRIL DELA CRUZ	CAMANGA NHS	HTEACH1-570040-2026
94	DIMAIN, DANIEL ARANG	MINSULAO NHS	HTEACH1-570034-2026
95	SAZON, JANET BAYOGING	SIAY DISTRICT	HTEACH1-570045-2026
96	ESLAGA, ALEJANDRO ANTIPUESTO	SIAY DISTRICT	HTEACH2-570019-2026
97	VISTA, DELMAFLOR DELA RAMA	SIAY DISTRICT	HTEACH2-570004-2026
98	GONESTO, MARY ROSE ASTRONOMO	SIAY DISTRICT	MTCHR1-570057-2026
99	REGALADO, GERLIE VIRTUDAZO	SIAY DISTRICT	MTCHR1-570059-2026
100	KIMOS, ANABEL LUPRANCO	SIAY DISTRICT	MTCHR1-570060-2026
101	SAPLOT, CRISTINE SALAWAGI	SIAY DISTRICT	MTCHR1-570062-2026
102	BROÑOLA, HELEN PANUNCIAR	TALUSAN DISTRICT	MTCHR2-570020-2026
103	BASUH, MILDRED TUMACAS	TALUSAN DISTRICT	MTCHR2-570017-2026
104	BELINARIO, JULIET GAMANAY	TALUSAN DISTRICT	MTCHR1-570058-2026
105	MADARANG, MA. EDENIA PRESNO	PALOMOC NHS	HTEACH2-570016-2026
106	BAUDI, VIDA BAYER	SAN ANTONIO NHS	HTEACH1-570036-2026
107	ENERO, JONALIZA DIMASANGAY	TITAY DISTRICT	HTEACH1-570017-2026
108	PIOCO, ARSELIE BALTAZAR	TITAY DISTRICT	HTEACH1-570013-2026
109	AGATEA, ELVIE NARCISO	TITAY DISTRICT	HTEACH2-570005-2026
110	PADILLA, MERCEDITA SANDOVAL	TITAY DISTRICT	MTCHR1-570029-2026
111	GUMALAS, OLIVER AQUINO	TITAY DISTRICT	MTCHR1-570031-2026
112	DAGODOG, JOY PADAO	TITAY DISTRICT	MTCHR1-570032-2026
113	HADJI ALI, LAILA KALIM	TITAY DISTRICT	MTCHR1-570036-2026
114	ANIL, FE LEILYBETH LAKIBUL	SISAY NHS	HTEACH2-570017-2026



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115	OCERO, RENATO AMANTE	TUNGAWAN NHS	HTEACH4-570011-2026
116	BONTUYAN, LEDILYN CATUBAY	TUNGAWAN DISTRICT	HTEACH1-570015-2026
117	CLAVEJO, MELISSA EVARISTO	TUNGAWAN DISTRICT	MTCHR1-570028-2026
118	MANGUBAT, LEONARDA MICULOB	TUNGAWAN DISTRICT	MTCHR1-570033-2026
119	BANIAGA, JENNIFER TANTOG	TUNGAWAN DISTRICT	MTCHR1-570034-2026
120	PICORE, JR., ROQUE CALISO	TUNGAWAN DISTRICT	MTCHR1-570035-2026

LIST OF REQUIREMENTS FOR APPOINTMENT (RECLASS)

Directions:

- * **Please submit the needed documents fastened in 1 long brown folder according to the sequence indicated below.** Fasten on top not on the side.
- * Ensure all documents specially the PDS are properly filled out (*follow instructions indicated in the PDS, preferably not back to back*).
- * Please do not attach extra pages/documents that are not stated in the list.
- * Documents must be submitted at the District Office for pre-evaluation/checking and tracking.
- * Forms are downloadable at Zamboanga Sibugay Division EHRIS/Personnel Helpdesk or at the Personnel Section Online Hub: bit.ly/depdzspersonnel

“Division 201 File Documents”

1. Appointee’s Declaration Form (Reclass)
2. CS Form 212 Rev. 2025(Personal Data Sheet) -1 copy *with recent passport size ID picture. (with handwritten name tag and signature)*
3. Photocopy of PBET/TE/PRC Report of Rating – 1 copy
4. Photocopy of signed PRC License (Unexpired) - 1 copy *with attached printed verification of validity online at verification.prc.gov.ph.*
5. Position Description Form (PDF) – 1 copy, *indicate new item no. on box no. 2*
6. Joint Oath of Office & Certification of Assumption to Duty (Revised 2025) – 2 copies (*open date*)
7. Photocopy of Transcript of Records – 1 copy
8. Photocopy of Latest Approved Appointment – 1 copy

“CSC File Documents”

1. CS Form 212 Rev. 2025(Personal Data Sheet) -1 copy *with recent passport size ID picture. (with handwritten name tag and signature)*
2. Photocopy of PBET/TE/PRC Report of Rating – 1 copy
3. Photocopy of signed PRC License (Unexpired) - 1 copy *with attached printed verification of validity online at verification.prc.gov.ph.*
4. Position Description Form (PDF)–1 copy, *indicate new item no. on box no. 2*
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