



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
OSDS-2025 -0031

To: Janette G. Veloso CESO VI- Assistant Schools Division Superintendent
Adones P. Layaguin – Education Program Supervisor
Rommela T. Pangandoyon – Senior Education Program Specialist
Rosalinda N. Dionio – Administrative Officer V
Relyn B. Gallardo – Administrative Officer IV
Concerned Division Non-Teaching Personnel

Subject: **EVALUATION OF PERTINENT DOCUMENTS OF NON-TEACHING PERSONNEL APPLICANTS**

Date: February 18, 2025

To expedite the perusal of the pertinent documents of applicants for the Non-Teaching Position, the following are hereby requested to convene for the said matter on February 19, 2025, 8:00 a.m. to 5:00 p.m. at the Division of Davao del Norte Conference Office, Mankilam, Tagum City.

NAME	POSITION
Chief Evaluators	
Adones P. Layaguin	Education Program Supervisor
Rommela T. Pangandoyon	Senior Education Program Specialist
Jocelyn D. Fernandez	School Principal IV
Aser M. Samsona	School Principal IV
Evaluators / Staff / Secretariat	
Nathaniel, Jr. B. Inutan	Administrative Officer II
Analyn Alday	Administrative Officer II
Joanna Mari C. Borbon	Administrative Officer II
Lourdie Mae Luzon	Administrative Officer II
Judy Mae B. Besonia	Administrative Officer II
Michelle L. Edhao	Administrative Officer II
Nicole Aubrey E. Amoguis	Project Development Officer I
April Julie Mae Gonzaga	Project Development Officer I



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Mecca Diane C. Rosal	Administrative Assistant III
Honey L. Vale	Administrative Aide VI

Travel and other incidental expenses of the concerned participants from the school shall be charged against local funds, all subject to the usual accounting and auditing rules and regulations.

Furthermore, the Equal Opportunities Principle (EOP) shall always be observed in participating in this activity, where all individuals are fully recognized regardless of gender, religion, ethnicity, and political affiliation.

Immediate dissemination of this memorandum is desired.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent,

JANETTE G. VELOSO, CESO VI
Assistant Schools Division Superintendent

2-18-25
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PER/nbi

FN: Evaluation of Pertinent Documents of Non-Teaching
Personnel Applicants