



December 27, 2019

SCHOOLS DIVISION MEMORANDUM
 No. 275s. 2019



**SUBMISSION OF TEACHERS' REQUIREMENTS FOR THE PREPARATION OF APPOINTMENTS
 DUE TO APPROVED EQUIVALENT RECORD FORM (ERF)**

To : All Concerned School Heads

1. In view of the approved upgrading of 29 positions under Notice of Organization, Staffing and Compensation Action (NOSCA) No. 0302019-11-147 and 0302019-11-252, the following teachers are advised to prepare and submit the requirements for Appointment preparation, on or before January 10, 2020:

1	RAMBOYONG, ABIGAE L P.	- Muzon Harmony Hills HS	16	ZALAS, JULIE ANN B.	- Marangal ES
2	OCSAN, DAISYLENE G.	- Muzon Harmony Hills HS	17	DEL MUNDO, LAILE E.	- Minuyan ES
3	MIRANDA, CONEY E.	- Muzon Harmony Hills HS	18	REGUIERRE, SCHENLEY C.	- Towerville ES
4	PIMENTEL, ROVIAN O.	- Citrus NHS	19	ESPAÑOLA, JOANNAH A.	- San Jose del Monte CS
5	SY, MARY MADELINE B.	- Paradise Farms CS	20	SEPE, MARJORIE P.	- San Jose del Monte Heights ES
6	ALONZO, LUCILA B.	- San Martin (BBC) ES	21	REGUIERRE, GERALD D.	- Goldenville ES
7	DALUSUNG, CHERYL E.	- Ricafort ES	22	CONTRERAS, EDNA J.	- San Jose del Monte CS
8	SILVESTRE, ELA Q.	- Partida ES	23	NAVERA, GENINA RUTH P.	- Minuyan ES
9	CAHILOG, EVANGELINA I.	- San Jose del Monte CS	24	GONGON, FLORINDA R.	- Minuyan ES
10	ANOS, MARILOU C.	- San Jose del Monte CS	25	GABALES, SALVACION M.	- Muzon Pabahay ES
11	BUIANAS, REALYN Y.	- San Jose del Monte CS	26	KEPDOS, EDITHA LARIDA	- Minuyan ES
12	MANUEL, MARICEL V.	- Towerville ES	27	GONZAGA, VENUS S.	- Kakawate NHS
13	ASUNCION, MICHEL B.	- BBA ES	28	BONITA, ANGELICA B.	- Kakawate NHS
14	PAMFILO, IMELDA V.	- Minuyan ES	29	BARIA, VIOLETA I.	- Marangal NHS
15	HERNANDEZ, JULIE ANN L.	- Muzon Pabahay ES			

2. The list of requirements to be submitted in white folder are the following:

1. Copy of Authenticated PRC License (1 original and 1 photocopy)
2. Fully Accomplished CS Form 212 (revised 2017) or Personal Data Sheet (3 copies)
3. Latest Certified Copy of Transcript of Records, if any (2 copies)
4. Latest Approved Appointment (2 photocopies)
5. Latest Performance Rating (2 copies)

3. Please be guided accordingly.

Very truly yours,


MERLINA P. CRUZ, Ph. D., CESO VI
 Officer-in-Charge
 Office of the Schools Division Superintendent

osds/hr/mtmr
 an-2019-12-300

