



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

12 Jan 2026

DIVISION MEMORANDUM
SGOD-2026-008

**HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)
ASSESSOR'S TRAINING: DEEPENING ON INITIAL EVALUATION AND PPST
ASSESSMENT FOR MAITUM 2 SCHOOL HEADS AND MASTER TEACHERS**

To: Assistant Schools Division Superintendent
Functional Division Chiefs
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. To guarantee the standard, quality-based and competence in the implementation of the merit-based selection, promotion, and reclassification of public school teachers (and other personnel) that ensuring fairness, transparency, and competence by aligning with policies specifically the Expanded Career Progression System (EO 174) and the PPST, enhancing assessors' skills in evaluating qualifications (ETE), performance (IPCRF/COI), and conducting interviews (S.T.A.R approach) for effective career advancement, Maitum 2 District will be conducting the **HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) ASSESSOR'S TRAINING: DEEPENING ON INITIAL EVALUATION AND PPST ASSESSMENT FOR MAITUM 2 SCHOOL HEADS AND MASTER TEACHERS** on January 15-16, 2026 at Bona's Garden, Sison, Maitum, Sarangani Province.
2. This activity aims to:
 - a. Capacitate the School Heads and Master Teachers in the implementation of Expanded Career Progression.
 - b. Strengthen instructional management expertise to improve the ability to support teachers, and monitor instruction.
 - c. To implement consistent, quality human resource management, reducing errors and improving the selection pool for better organizational outcomes.
3. Enclosed are the Program Management Team, List of Participants, Technical Working Group, Budget and Program Matrix for easy reference.
4. Expenses incurred for this activity shall be charged against MOOE or local funds subject to the usual accounting and auditing rules and regulations.



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5. For inquiries, contact Argelio D. Arago, PSDS at 09757538928 and Leonarda F. Katug, P-I at 09294726009.
6. Immediate dissemination of this Memorandum is desired.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated

Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

TRAINING PROGRAMS

Adriano A. Daligdig/SGOD/MLA – human resource merit promotion and selection board (hrmps) assessor's training: deepening on initial evaluation and ppst assessment for maitum 2 school heads and master teachers

0021/January 12, 2026



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LIST OF PARTICIPANTS

No	School	School Head	
1	Maitum 2-Public Schools District Supervisor	Argelio D. Arago, EdD	
2	Perrett CIS	Leonarda F. Katug, P-I	Cheryll Joy B. Junio, MT-I
3	Dimatingkal-Kamid ES	Noemi K. Cuaresma, T-III	Aida A. Macmod, MT-I
4	George Yabes PS	Lindy S. Baranggan, T-III	
5	Henry Mulok Reisland Jr. ES	Rolando V. Balaza, Jr., T-III	
6	James Alfred Strong IS	Edward Protacio, Jr., T-III	Jaypee Ian B. Napila, MT-I
7	Lomutan ES	Marjorie D. Rebueno, T-III	
8	Maguling NHS	Joel F. Gutierrez, Jr., P-I	Ma. Elma A. Ampatin, MT-I Diesabel A. Macadatar, MT-I Maharah B. Angkanan, MT-I
9	Malalag NHS- Upo Annex	Himelda N. Napila, P-I	
10	Mindupok ES	Montasir Ali, T-III	
11	Pinol ES	Editha T. Piang, HT-I	
12	Reganit ES	Emerlita S. Agunat, HT-II	Mae G. Ogoy, MT-II
13	Rudes ES	Analyn T. Barretto, P-I	Edina N. Cabbigat, MT-I Milrose N. Alcaide, MT-I
14	Sitio Nara ES	Sandra Luck B. Nantin, T-III	
15	Ticulab ES	Joenard O. Yata, P-I	Rosemarie C. Nacion, MT-I
16	Tuanadatu ES	Cheryl Ruth D. Bacolod, T-III	
17	Upo ES	Warlito T. Cortez, T-III	Josephine S. Rocapor, MT-I
18	Wata-Wanan IPS	Christopher O. Tañedo	
19.	Malalag National High School	Karen Joy V. Betonio, P-III	Edison D. Cuaresma, HT-III Dennis B. De Guzman, MT-II Ivy N. Juguilon, MT-II Arlene Therese E. Adon, MT-I Arnel C. Lapitan, MT-I Alfredo T. Ondap Jr., MT-I Gerosie M. Caraan, MT-I Gina O. De Guzman, MT-I Glecilda E. Sabac, MT-I Mylene T. Cartel, MT-I Roneth D. Llanes, MT-I Venus Jane R. Soria, MT-I Rex B. Ramirez, MT-I



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PERFORMANCE MANAGEMENT TEAM

Name	Position/Designation
Argelio D. Arago, EdD	Public Schools District Supervisor
Leonarda F. Katug	Principal I
Jaypee Ian B. Napila	Master Teacher I
Jocelyn A. Flores	AO II
John Christy T. Cabrido	AO II
Rodie Rey Valdez	AO II
Alvin Del Rosario	AO II

TECHNICAL WORKING GROUP

Name	Committee
Argelio D. Arago	Consultant/Adviser/Speaker
Leonarda F. Katug	Program/Speaker
Jaypee Ian B. Napila	Speaker
Jocelyn A. Flores	Registration/Attendance
John Christy T. Cabrido	Certificate of Participation/Appearance
Alvin Del Rosario	Sound/EMCEE
Rodie Rey Valdez	Venue/ Hall Preparation
Marlou De Arce	Division Personnel/Observer

BUDGET MATRIX

Description	Quantity	Estimated Amount	Total
Supplies	41	70	2, 870.00
2 Meal & 4 Snacks	46	800	36, 800.00
Transportation/Rentals	2	1000	2, 000.00
Total			41, 670.00



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PROGRAM MATRIX

Time	Activity	Committee
Day 1: January 15, 2025		
7:00AM – 7:30AM	Registration	Jocelyn A. Flores
7:30AM - 8:00AM	Short Opening Prayer Lupang Hinirang Rehiyon Dose Sarangani Hymn Checking of attendance Statement of Purpose Message	Sandra Luck B. Nantin Analyn T. Barretto, P-I Leonarda F. Katug, P-I Argelio D. Arago, EdD
8:00AM – 9:00AM	References and Legal Basis	Argelio D. Arago, EdD
9:00AM – 10:30AM	<i>Session 1: Quality Teacher Towards Quality Teaching: Approaches to Holistic Metamorphosis</i>	Jaypee Ian B. Napila, MT-I
10:30AM – 10:45AM	Health Break	
10:45AM-12:00PM	<i>Session 2: Overview of the Expanded Career Progression Policy (Executive Order No. 174).</i>	Argelio D. Arago, EdD PSDS
12:00PM - 1:00PM	<i>Lunch Break</i>	
1:00PM - 2:30 PM	<i>Session 3a: Procedures and Requirements for Reclassification</i>	Leonarda F. Katug, P-I
2:30PM-3:00PM	Health Break	
3:00PM – 4:30 PM	<i>Session 3.b: Qualification Standards and Performance Requirements</i>	Leonarda F. Katug, P-I
4:30 PM – 5:00PM	Wrapped Up Activities	
Day 2: January 16, 2025		
7:30AM - 8:00AM	Recap	John Christy Cabrido
8:00AM – 9:30AM	<i>Session 4: Assessing Education, Training, and Experience (ETE), and Computing Points for Performance</i>	Jaypee Ian B. Napila, MT-I
9:30AM – 9:45 AM	Health Break	



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9:45AM – 11:00 AM	<i>Session 5: Overview of the PPST and its Indicators (COI and NCOI)</i>	Leonarda F. Katug, P-I
11:00AM – 12:00PM	<i>Session 6: Assessing the Demonstration of Classroom Observable Indicators (COIs)</i>	Argelio D. Arago, EdD PSDS
12:00 PM – 1:00PM	Lunch Break	
1:00PM – 2:15PM	<i>Session 7: Assessing the Demonstration of the Non-Classroom Observable Indicators (NCOI)</i>	Leonarda F. Katug, P-I
2:15PM – 3:30 PM	<i>Session 8: Behavioral Events Interview</i>	Jaypee Ian B. Napila, MT-I
3:30 PM – 5:00PM	<i>Closing Program and Awarding of Certificates</i>	Argelio D. Arago, EdD, PSDS Speakers TWG Participants