



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

August 8, 2025

DIVISION MEMORANDUM
No. 405 s. 2025

FINAL SCHEDULE OF THE DIVISION MEMORANDUM NO. 243, s. 2025
TITLED “CONDUCT OF HUMAN RESOURCE MERIT PROMOTION AND
SELECTION BOARD (HRMPSB) ASSESSORS TRAINING:
DEEPENING ON INITIAL EVALUATION AND PPST
ASSESSMENT AT THE DIVISION LEVEL”

To: OIC Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
Senior/Education Program Specialists
Heads of Public Elementary, Secondary
and Integrated Schools
All Others Concerned

1. In connection with Division Memorandum No. 243, s. 2025 titled “**Conduct of Human Resource Merit Promotion and Selection Board (HRMPSB) Assessors Training: Deepening on Initial Evaluation and PPST Assessment at the Division Level**”, herewith is the final schedule and venue of the training:

DISTRICT	DATE	VENUE
PMTs & TWG	August 11-15, 2025	Altabriza Resort Boracay
EASTERN DISTRICT	August 12-13, 2025	Altabriza Resort Boracay
WESTERN DISTRICT	August 14-15, 2025	Altabriza Resort Boracay

2. Enclosed is the training matrix of the activity.
3. Per district are advised to bring **1 IPCRF of Master Teacher for the last 3-year rating period**, laptop, charger, extension cord, and other sources of internet connectivity.
4. Other provisions stipulated in the previous memorandum remain in effect.
5. Expenses incurred in the conduct of the activity shall be chargeable to HRTD funds and local funds subject to the usual auditing and accounting rules and regulations.

6. Immediate dissemination of and compliance with this Memorandum are desired.


FELICIANO C. BUENAFE JR., CESO VI
Schools Division Superintendent

Encl.: As stated
To be indicated in the Perpetual Index
under the following subjects:

TRAINING PROGRAM

LLP/jrgm

CONDUCT OF HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMP SB) ASSESSORS TRAINING: DEEPENING ON INITIAL EVALUATION AND PPST ASSESSMENT AT THE DIVISION LEVEL

Boracay, Malabon, Aklan

EASTERN DISTRICT: August 12-13, 2025 (1st Batch)

PARTICIPANTS: DISTRICT HRMP SB SUB-COMMITTEE

District	1 PSDS/PID/HTID	3 ES SCHOOL HEAD	3 HS HEADS	2 AO II
Altavas	1. Dr. Apolonio C. Payba	1. Cheryl Rose A. Andrade 2. Emelyn T. Tungala 3. Engeline G. Perlas	1. Reginald C. Venancio 2. Cherry Mary D. Ruiz 3. Rodel N. Namayan	1. Teodora A. Hilario 2. Jenniffer A. Refol
Balete	1. HTID Ma. Rowena L. B.	1. Guia G. Panganonong 2. Juliet N. Justo 3. Jee-Ann G. Rodriguez	1. Mirasol C. Peralta 2. Rosie G. Oczon 3. Rafael P. B. irol	1. She M. Dela Cruz 2. Dani Nyl B. Remudo
Banga	1. Dr. Lucita P. Recidoro	1. Jane N. Redison 2. Jenzen Z. Rubi 3. Maricris B. Urbano	1. Judith Z. Moriente 2. Mary Grace A. Cipriano 3. Ailyn R. Ropa	1. Mae R. Reynado 2. Marbie F. Roberto
Batan	1. PSDS Louie B. Zorolla PSDS participation is once	1. Febian J. Zorolla 2. Dr. Jenel M. Sucgang 3. Mechel O. Traje	1. Dr. Joy T. Sarceno 2. Dr. Juzalie S. Sioco 3. Rochel Ivy Dumagpi	1. Jhelie Rose B. Ambrocio 2. Ma. Jamella F. Villaruel
Libacao	1. PSDS Jude Ulysses V. R	1. Jade R. Ruiz 2. Ninia N. Dala 3. Ana Marie P. Gervacio	1. Dr. Myra A. Polestico 2. Dyarlyn Z. Saldivia 3. Amelyn V. Zausa	1. JESSA MAE S. ARMERO 2. IRENE I. APOLINARIO
Madalag	1. PID Wilma N. Castro	1. DR. BEAUTY ANN A. ZAPICO 2. ANNABELLE N. NACASABUG 3. DR. TERRY JOHN I. NALDOZA	1. EFREN N. NARRAL 2. RHEA P. INOSANTO 3. CONNIE D. RAMOS	1. JESSA S. REPOSAR 2. NIÑA JOY B. PIOQUID
Kalibo II	1. PSDS Marcelle I. Brione PSDS participation is once (KALIBO 2) (to be replaced by Rodolfo Dela Cruz, P2 of Linabuan Norte ES)	1. Abe Joy Isaran 2. Marife Matorres 3. Nina Valencia	Aljon Arevalo 2. Rolanie Belarmino 3. Elnor Luna	1. Mary Grace Nagrama 2. Marlyn Nadua
Kalibo I	1. No replacement for PSDS participation is once (KALIBO 1)	1. Allan Relloto 2. Honeylynn Trias Lorienne Pallada	1. Adelfa Mostajo 2. Richard Flores 3. Joray Ignacio	1. Esther Faith Sarabia 2. Ria Aguirre
New Washington	1. Dr. Melany S. Nazareta	1. Joseph O. De Eyoy 2. Emily L. Mateling 3. Dorothy Q. Bonifacio	1. Clarissa B. Recibe 2. Norlito V. Isagan 3. Ma. Leonora Theresa A. Ismael	1. Ruth J. Santiago 2. Mae P. Dela Cruz

RESOURCE SPEAKER/TWG

Maria Santia A. Arboleda
Mark T. Daroy
Marlyn T. Bereber
Leila L. Pamati-an
Shena B. Tacud
John Rey G. Maagma
Jennyfel R. Dinglasan
Jee-Ann G. Rodriguez
Villomar T. Mojica
Darren N. Naelgas
Sajid P. Pelayo
Aichelle P. Regalado

CONDUCT OF HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) ASSESSORS TRAINING: DEEPENING ON INITIAL EVALUATION AND PPST ASSESSMENT AT THE DIVISION LEVEL

Roracay Malay Aklan

WESTERN DISTRICT: AUGUST 14-15, 2025 (2ND BATCH)

PARTICIPANTS: DISTRICT HRMPSB SUB-COMMITTEE

District	1 PSDS/PID/HTID	3 ES SCHOOL HEAD	3 HS HEADS	2 AO II
Ibajay East	1. PSDS Idy R. Pedrita	1. Rhoda S. Sevillano 2. Luzvi V. Mangilaya 3. Arlene M. Senatin	1. Vicente T. Cabales 2. Zephora R. Lumio 3. Walter S. Sorillo	1. Lynette T. Gomez 2. Mark Jomel R. Mendoza
Ibajay West	1. No replacement for PSDS R PSDS participation is once onl	1. Dr. Vivian T. Iquiña 2. Gracia Celeste M. Samson 3. Melvin D. Serrano	1. Reggie A. Barrot 2. Mary Jean R. Oczon 3. Noriel C. Seville	1. Glaiza I. Trance 2. Raquel E. Palmon
Lezo	1. PSDS Kenneth B. Revestir	1. Rolyn T. Leyson 2. Roselyn T. Tambong 3. Helena T. Bacyan	1. Diolyn Cuatriz 2. Dr. Jennyfel R. Dinglasan 3. Myla L. Sunico	1. Ma Terry M. Gonzales 2. Mariane Inawasan
Makato	1. No replacement for PSDS R PSDS participation is once onl	1. Anthony Aaron O. Castillo 2. Lilian T. Tumaca 3. Mira A. Tabernilla	1. Neil P. Delgado 2. Jun P. Resurreccion 3. Rosalie T. Sarate	1. Anthony Cahilig 2. Maybelyn C. Tabanera
Buruanga	1. PID Rosa S. Sualog	1. Daniel E. Prado 2. Ofelia C. Sualog 3. Sinfrosa A. Cajilig	1. Jonathan O. Tapispisan 2. Arman Rogel O. Cabang 3. Nina Maer P. Quimpo	1. Azul O. Puerto 2. Olive N. Tanodra
Malay	1. PSDS Jessie S. Flores PSDS participation is once onl	1. DEMOCRITO V. BARRIENTOS 2. MA. CORAZON T. MACAHILIG 3. BRYAN RAY S. SOLANO	1. JAKE S. SULLANO 2. VAL T. CASIMERO 3. CHURCHILL GUMBOC	1. ANGEL LAILA G. SAMSON 2. APRILEAMJOMARESS C. SULAT
Malinao	1. Alma N. Rotil	1. Melanie I. Batiles 2. Joven Iledan 3. Arjienila I. Baldomero	1. Rita Hilda T. Feliciano 2. Joseph Neil E. Carmen 3. Lovelyn I. Rodulfo	1. Ellen I. Garcia 2. Luz Mary Rufon
Nabas	1. no replacement for PSDS J PSDS participation is once onl	1. Alexis S. Tubang, Jr. 2. Jexer O. Reyes 3. Renneth Z. Villorente	1. Lhorence N. Reyes 2. Danilo H. Claros 3. Ruth F. Corro	1. Sharie Mae T. Venus 2. Jean Anthonette Dela Cruz
Numancia	1. Joyce M. Toriaga	1. Margie R. Ibuyan 2. Eddelon C. Bereber 3. Gie C. Magdaluyo	1. Rovie C. Abello 2. Sally V. Agapito 3. Jannie P. Nagamos	1. Mariel A. Isturis 2. Tracy M. Novilla
Tangalan	Mark T. Daroy	1. Juvy C. Dela Rosa 2. Jennifer C. Javier 3. Evelyn T. Eleserio	1. Joni T. Antaran 2. Amancio I. Basister, Jr. 3. Jayron T. Valderas	1. Zyra Eleanor Custodio 2. Maureen Kaye T. Rario

RESOURCE SPEAKER/TWG

Maria Santia A. Arboleda

Mark T. Daroy

Marlyn T. Bereber

Leila L. Pamati-an

Shena B. Tacud

John Rey G. Maagma

Jennyfel R. Dinglasan

Jee-Ann G. Rodriguez

Villomar T. Mojica

Darren N. Naelgas

Sajid P. Pelayo

Aichelle P. Regalado

PROGRAM MATRIX		
Time	Day 0 (FOR TWG ONLY)	
01:00 PM - 5:00 PM	Walk Through	
03:00 PM- 03:15 PM	Snacks	
6:00 PM- 8:00 PM	Dinner	
Time	DAY 1	Resource Person
06:00 AM - 08:00 AM	Travel to the Venue	
08:00 AM - 09:00 AM	Arrival and Registration	
09:00 AM - 09:30 AM	Opening Program	
09:30 AM – 10:00 PM	Session 1: Overview of the Expanded Career Progression Policy and the Assessors Program	ROLAND F. DEMOCRITO
10:00 AM - 10:30 AM	Session 2: Overview of the PPST and its Indicator (COI and NCOI)	MARIA SANTIA A. ARBOLEDA
10:30 AM – 11:00 AM	Health Break	
11:00 AM – 12:00 PM	Session 3a: procedures and Requirements for Reclassification	MARLYN T. BEREBER
12:00 PM - 01:00 PM	Lunch Break	
1:00 PM - 2:00 PM	Session 3a: QS (new) and Performance Requirements	MARK T. DAROY
2:00 PM- 3:00 PM	Session 4 (1): Qualification Standard and Performance Requirements	JENNYFEL R. DINGLASAN
3:00 PM - 4:00 PM	Session 4 (2): Assessing Demonstration of COIs	JEE-ANN RODRIGUEZ
4:00 PM - 5:00 PM	Session 5 (1): Assessing Education, Training and Experience (ETE) and Computing Point for Performance	DARREN N. NAELGAS
6:00 PM – 8:00 PM	Dinner	
Time	Day 2	Resource Person
6:30AM -7:45 AM	Breakfast	
8:00 AM-8:30 AM	Morning Preliminaries	
8:00 AM- 9:00 AM	Session 5 (2): Assessing the Attainment of Non-Classroom Observable Indicator	VILLOMAR T. MOJICA
09:00 AM- 10:00 AM	Session 6: Behavioral Events Interview	DARREN N. NAELGAS
10:00 AM - 12:00 PM	WORKSHOP	MARLYN T. BEREBER/DARREN N. NAELGAS/JENNYFEL R. DINGLASAN (Facilitators)
12:00 PM - 1:00 PM	Lunch Break	
1:00 PM - 3:00 PM	Presentation of Output	
3:30 PM - 4:00 PM	Closing Program	