



Republic of the Philippines  
Department of Education  
Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON  
CITY SCHOOLS DIVISION OF ANTIPOLO



**Memorandum**

**To :** OIC - Assistant Schools Division Superintendent  
OIC - CID, SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
All Elementary and Secondary School Heads  
All Others Concerned

**From :** DR. ROMMEL C. BAUTISTA, CESO V  
Schools Division Superintendent

**Subject :** SUBMISSION OF PERTINENT PAPERS FOR APPOINTMENT

**Date :** July 25, 2018

Please be informed that the Division Office received the Notice of Organization, Staffing and Compensation Action (NOSCA) for the approved positions of the following Teachers:

**Elementary**

No.	Name	Position	School
1.	Nelmida, Everie P.	Teacher II	Cupang Elementary School
2.	Ubiña, Jayson J.	Teacher II	Inuman Elementary School
3.	Ubiña, Raziel M.	Teacher II	Inuman Elementary School
4.	Manauis, Crisalor B.	Teacher II	Kaila Elementary School
5.	Damaso, Emelita D.	Teacher II	San Antonio Village Elementary School
6.	Lundag, Jomelyn T.	Teacher II	Sta. Cruz Elementary School
7.	Pasig, April Joy E.	Teacher II	Bagong Nayon II Elementary School
8.	Doctor, Christine J.	Teacher II	Bagong Nayon II Elementary School
9.	Ranchez, Heiden Grace P.	Teacher II	Peñafrancia Elementary School
10.	Dalmacio, Liezel J.	Teacher II	Peñafrancia Elementary School
11.	Poquiz, Loida P.	Teacher II	Peñafrancia Elementary School
12.	Sadie, Mary Ann Daisy C.	Teacher II	Sta. Cruz Elementary School





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13.	San Juan, Chona C.	Teacher III	Bagong Nayon II Elementary School
14	Cascon, Arlene I.	Teacher III	Dela Paz Elementary School
15.	Fabillar, Arlyn D.	Teacher III	Dela Paz Elementary School
16.	Gorospe, Gina C.	Teacher III	Dela Paz Elementary School
17.	Anduque, Loida A.	Teacher III	Jesus Cabarrus Elementary School
18.	San Gabriel, Mercelita T.	Teacher III	Jesus Cabarrus Elementary School
19.	Paquidao, Ma. Reissel E.	Teacher III	Juan Sumulong Elementary School
20.	De Leon, Mary Grace T.	Teacher III	Juan Sumulong Elementary School
21.	Laure, Janelyn P.	Teacher III	Knights of Columbus Elementary School
22.	Dumayas, Edna Q.	Teacher III	Muntindilaw Elementary School
23.	Arao, Glenda C.	Teacher III	Nazarene Ville Elementary School
24.	Jamandre, Carla S.	Teacher III	Peñafrancia Elementary School
25.	Balaoro, Aida D.	Teacher III	Peñafrancia Elementary School
26.	Mibulos, Ma. Elena D.	Teacher III	San Antonio Village Elementary School
27.	Pigao, Evalyn D.	Teacher III	San Antonio Village Elementary School
28.	Gigante, Beverly Anne D.	Teacher III	San Isidro Elementary School
29.	Remoroza, Anderlynn B.	Teacher III	San Luis Elementary School
30.	Carson, Perla N.	Teacher III	Sta. Cruz Elementary School

### Secondary

No.	Name	Position	School
1	Velchez, Lourdes Myla T.	Teacher III	Dela Paz National High School
2.	Laurino, Joey E.	Teacher III	San Jose National High School
3.	De Leon, Doris Y.	Teacher III	San Roque National High School
4.	Ferido, Mildred S.	Teacher III	San Roque National High School
5.	Ferrer, Eden O.	Teacher III	San Roque National High School



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6.	Giray, Cherry May D.	Teacher III	San Roque National High School
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In this regard, the abovementioned Teachers are requested to submit the following documents in four (4) copies:

1. Form 33
2. Form 212
3. Assumption to Duty
4. Oath of Office
5. PDF
6. Photocopy of their PRC License
7. Photocopy of their latest appointment
8. Photocopy of approved IPCRF

The complete documents must be submitted to the HR Unit on or before August 10, 2018

Please be guided accordingly.