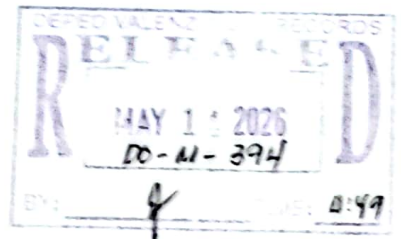




Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION
 SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



Office of the Schools Division
 Superintendent


DIVISION MEMORANDUM

No. 0392, s. 2026

SUBMISSION AND VALIDATION OF DOCUMENTARY REQUIREMENTS FOR TEACHER RECLASSIFICATION UNDER THE EXPANDED CAREER PROGRESSION

To: OIC, Assistant Schools Division Superintendent
 Chief Education Supervisors - CID and SGOD
 Education Program Supervisors and Public Schools District Supervisor
 Public Elementary and Secondary School Heads/Officer-in-Charge
 All Others Concerned

1. In line with the implementation of the **Expanded Career Progression** for Teachers, all teachers included in the first batch of applicants for reclassification, together with the Administrative Assistants and Administrative Officers listed in **Annex A**, are directed to report to **Marulas Central School** on **May 19 – 21, 2026**, from **8:00 AM to 5:00 PM** for the submission, validation, and verification of documents for teacher reclassification.
2. All teacher-applicants are required to bring a laptop and data/internet connection. Additionally, all documents specified in **Annex B** must be securely fastened inside a long white folder.
3. The designated Administrative Assistants, Administrative Officers, and SDO Personnel shall provide technical and administrative support to ensure the efficient processing and verification of documentary requirements to be submitted to the Regional Office.
4. All concerned teachers and personnel are required to strictly observe the schedule and ensure the completeness of all required documents to avoid delays in processing.
5. Expenses relative to this activity shall be charged against Division MOOE funds, subject to existing accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.


NOEL D. BAGANO
 Schools Division Superintendent

To be indicated in the **Perpetual Index**
 Under the following subjects:

ECP PROMOTION APPOINTMENT

CGB/MCO DM- Submission and Validation of Documentary Requirements for Documentary Requirements for Teacher Requirements for Teacher Reclassification under the Expanded Career Progression
 ___/May 13, 2026



Address: Pio Valenzuela St., Marulas, Valenzuela City
 Telephone Nos.: (02) 8293-4507, 8277-4648, 8291-0873, 8277-3439
 Email Address: sdovalenzuela@deped.gov.ph
 Official Website: <https://www.sdovalenzuelacity.deped.gov.ph>



PRIME HRM
 LEVEL II ACCREDITED



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SCHOOLS DIVISION OFFICE VALENZUELA CITY

Annex A

Teachers for Reclassification (First Batch)

May 19, 2026 08:00 am – 12:00 pm		
1	BERNALES, VICTORINO DEVEGA	ANDRES FERNANDO ES
2	HORTILLOSA, MA. ELVIRA TANFELIX	ANDRES FERNANDO ES
3	NOVILLAS, ANGEL PINEDA	ANDRES FERNANDO ES
4	SAMALCA, MARY GRACE BONGHANOY	ANDRES FERNANDO ES
5	OTIONG, SERAFIN FRIAS	ANTONIO M. SERAPIO ES
6	DE GUZMAN, DANIEL AVILA	BIGNAY NHS
7	RAFON, RODEL LAGATAO	BIGNAY NHS
8	ARCENAL, PETE CAYZHART BERNABE	BIGNAY NHS-SHS
9	BAYOTAS, MYREL CANTORIA	BIGNAY NHS-SHS
10	ZAMORA, DANILO GELACIO	CANUMAY EAST ES
11	CAPALAR, IRENE PURA	CANUMAY EAST NHS
12	ADAP, ESTARA GALLANO	CARUHATAN EAST ES
13	SARMIENTO, MARICEL GARCIA	CARUHATAN EAST ES
14	AYAPANA, KING ROMAR TAN	CARUHATAN NHS
15	BOÑOL, REA EUGENE CONQUILLA	CARUHATAN NHS
16	CUERPO, NICANOR MARCOS	COLOONG ES
17	PASCO, JOSIEROMA MANALAD	COLOONG ES
18	CARDUCE, MARLYN GACURA	CONSTANTINO ES
19	ADVINCULA, KATHIRINE CASTILLO	DALANDANAN NHS
20	DELA CRUZ, IRISH MAE QUIDIP	DALANDANAN NHS
21	LEONES, SHYLLA ROSE LAGUADOR	DALANDANAN NHS
22	RARO, REGGIE NOBLE	DALANDANAN NHS
23	BORLONGAN, MARY JUNIÑA MENDOZA	DISIPLINA VILLAGE-BIGNAY NHS
24	GUAB, MICHELLE SETENTA	DISIPLINA VILLAGE-BIGNAY NHS
25	LAZARO, SUSIE HERMINIO	DISIPLINA VILLAGE-BIGNAY NHS
26	ONOFRE, RHAFFY MADRID	DISIPLINA VILLAGE-BIGNAY NHS
27	REYES, KRYSTAL JANE	DISIPLINA VILLAGE-BIGNAY NHS
28	SAN LUIS, JOVELA ANN NUNAN	DISIPLINA VILLAGE-BIGNAY NHS
29	SOLIS, ELVIRA GONZALES	DISIPLINA VILLAGE-BIGNAY NHS
30	BROQUEZA, PERPETUA SOCORRO AGUSTIN	GEN. T. DE LEON ES
31	CALVO, SUSAN STA. ROSA	GEN. T. DE LEON ES
32	GALLETES, CHARITO RAGOS	GEN. T. DE LEON ES
33	SALVADOR, NORMA DE LEON	GEN. T. DE LEON ES
34	SERGOTE, LEONARDO DELA CRUZ	GEN. T. DE LEON ES
35	VALDE, SHASIE DIONELA	GEN. T. DE LEON ES



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36	YUZON, DIGNA MATOS	GEN. T. DE LEON ES
37	APALLA, MARIANNE ANGELES GUNDRAN	GEN. T. DE LEON NHS
38	BALANQUIT, JAMAICA PARUNGAO	GEN. T. DE LEON NHS
39	DE GULA, JOHN KENNETH BALANGON	GEN. T. DE LEON NHS
40	FRANCISCO, EDWIN SILVA	GEN. T. DE LEON NHS
May 19, 2026 01:00 pm – 05:00 pm		
41	FRANCISCO, ELDY SILVA	GEN. T. DE LEON NHS
42	LEGASPI, MARECEL VERZOSA	GEN. T. DE LEON NHS
43	LEONORIO, DEMETRIO BASCOS	GEN. T. DE LEON NHS
44	LITA, EDEN ALCANTARA	GEN. T. DE LEON NHS
45	OCAMPO, LAURICE AVA LORENZO	GEN. T. DE LEON NHS
46	ROGEL, MELINDA CALO	GEN. T. DE LEON NHS
47	RUBIO, CRISLAN CRISTOBAL	GEN. T. DE LEON NHS
48	SAMSON, SAUDIA MALIWAT	GEN. T. DE LEON NHS
49	TANDOG, ROSIE GATILA	GEN. T. DE LEON NHS
50	VILLAPANDO, RONEL ISAGA	GEN. T. DE LEON NHS
51	CABAS, MARY ANN FORTES	GEN. T. DE LEON NHS-SHS
52	NALO, ADRIAN SAN MIGUEL	GEN. T. DE LEON NHS-SHS
53	SAN MIGUEL, ARON PAUL	GEN. T. DE LEON NHS-SHS
54	BANQUITO, JUAN MANUEL TONIDO	JUSTICE ELIEZER DE LOS SANTOS NHS-SHS
55	BAQUILLOS, MARLON VASQUEZ	JUSTICE ELIEZER R. DELOS SANTOS NHS
56	EDJAN, JAYLORD TOLENTINO	JUSTICE ELIEZER R. DELOS SANTOS NHS
57	MANG, MARIA THERESA GOROSPE	JUSTICE ELIEZER R. DELOS SANTOS NHS
58	ADOLFO, ROSALYN MACATUNGGAL	LAWANG BATO ES
59	CRUZ, JULIE ANN DIMAS	LAWANG BATO ES
60	ORELLANO, MARILYN PALISOC	LAWANG BATO ES
61	ORLANDEZ, FERNANDPRAISE ABALAYAN	LAWANG BATO ES
62	RODRIGUEZ, IMELDA SALDIVAR	LAWANG BATO ES
63	LUCEÑO, MARY GRACE BONEO	LAWANG BATO NHS
64	TEODORO, ALIEN CALCABIN	LAWANG BATO NHS
65	FERRER, JASMIN LIWANAG	LAWANG BATO NHS-SHS
66	SIAZON, JENNY CRIS ROSALES	LAWANG BATO NHS-SHS
67	ACOSTA, JESSICA JOY CATANGUI	LINGUNAN NHS
68	CALAPIT, JESSICA GONZALES	LINGUNAN NHS
69	DENIA, SOPHIA GELLANGARIN	LINGUNAN NHS
70	LIM, EDSEL SORIANO	LINGUNAN NHS



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71	PUEYO, ERNESTO MENDOZA	LINGUNAN NHS
72	RARO, MARILYN TORRELIZA	LINGUNAN NHS
73	AGUSTIN, GERALDINE TIANGCO	LINGUNAN NHS-SHS
74	MAZO, ELIZA TURNO	LINGUNAN NHS-SHS
75	DELA CRUZ, MA. LORENA ZARAGOZA	MALANDAY NHS
76	SAN JUAN, RIZA TUGADE	MALANDAY NHS
77	SANTILLAN, JOSE JR. GIANAN	MALANDAY NHS
78	MENDOZA, MA. CINDERELLA CUARTERO	MALANDAY NHS-SHS
79	BAUTISTA, MARICEF CARPIO	MALINTA ES
80	CONDECIDO, JANE EMRIZ QUIZON	MALINTA ES
May 20, 2026 08:00 am – 12:00 pm		
81	CORTEZ, ROSALINDA SACDALAN	MALINTA ES
82	DIZON, JENNIFER ECUBE	MALINTA ES
83	MARQUEZ, CECILIA BARQUILLA	MALINTA ES
84	NIDOY, ZENaida MORALES	MALINTA ES
85	ANASTACIO, ALYSSA MARIE FRANCO	MALINTA NHS
86	LEGASPI, MARICEL MORANDARTE	MALINTA NHS
87	MAYRENA, ROMMEL DOMDOM	MALINTA NHS
88	SAN DIEGO, DON SANTOS	MALINTA NHS
89	SARTE, JOHN PAUL SAN ANDRES	MALINTA NHS
90	ABANTO, LEMUEL MARTIN	MALINTA NHS-SHS
91	PAMINTUAN, SHERILENE BALLESTEROS	MALINTA NHS-SHS
92	BARTOLOME, JOHN JOHN NARCISO	MAPULANG LUPA NHS
93	MORALA, MARK ANTHONY VIÑAS	MAPULANG LUPA NHS
94	REQUILLAS, GLENDA MAE DE BELEN	MARULAS CENTRAL ES
95	AGUDAL, LOIDA BABON	MAYSAN ES
96	ARELA, CATHERINE SUALOG	MAYSAN ES
97	DE GUZMAN, JERNETTE ESPIRITU	MAYSAN ES
98	FERNANDEZ, MARGIE LANCERO	MAYSAN ES
99	LUNHAYAN, MERILYN EJOC	MAYSAN ES
100	SISON, JUBELLE FIDELINO	MAYSAN ES
101	SOTTO, DANIELLE MARIE DELA CRUZ	MAYSAN ES
102	ABALOS, JOSEPHINE PASTORES	MAYSAN NHS
103	BALAYAN, MAIKAIZA MESA	MAYSAN NHS
104	BALNEG, LADY ROXANNE MARIANO	MAYSAN NHS
105	FRANCISCO, DINA CABRILLAS	MAYSAN NHS
106	MESIA, MARIE JANE PERALTA	MAYSAN NHS
107	PAULINO, ADORA FELIPE	MAYSAN NHS



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108	SARANDONA, CINDY SUBRIO	MAYSAN NHS
109	TACAL, ROELYN TIANSAY	MAYSAN NHS
110	VICTORIA, BERNARD DELA CRUZ	MAYSAN NHS
111	BETONIO, BELIA DAAROL	P. R. SAN DIEGO ES
112	SAN PEDRO, MARIA CYNTHIA MANUEL	P. R. SAN DIEGO ES
113	VIRAY, CONCEPCION AUJERO	PALTOK ES
114	CABER, IVY JOY URBANO	PARADA NHS
115	CRUZ, EVANGELINE FERNANDEZ	PARADA NHS
116	ESTILLER, RHEA OLIQUIANO	PARADA NHS
117	FACTOR, ROSEMARIE KALAW	PARADA NHS
118	MARILIM, FRANZ ULVIDA	PARADA NHS
119	PAGLINAWAN, JACKLYN FLORESCA	PARADA NHS
120	PERLAS, MA. CRISTINA	PARADA NHS-SHS
May 20, 2026 01:00 pm – 05:00 pm		
121	TOGORES, JEANNETH REAGO	PARADA NHS-SHS
122	ALONZO, MARICRIS PUNZALAN	PASO DE BLAS NHS
123	ANDES, KATHLYN LOPEZ	PASO DE BLAS NHS
124	BALONGOY, ALJUN GREGORIO	PASO DE BLAS NHS
125	LACSI, LORENZ IRAH AGUSTIN	PASO DE BLAS NHS
126	PROVIDO, ALPHA JOY RIVERA	PASO DE BLAS NHS
127	SALVADOR, TERESITA CASIMSIMAN	PASO DE BLAS NHS
128	ARMA, RONALYN ROCABO	PASO DE BLAS NHS-SHS
129	EBALAN, PERLIN GAYEM	PASO DE BLAS NHS-SHS
130	SILVESTRE, JOCELYN MARIE GAHOL	PASO DE BLAS NHS-SHS
131	BALGUA, MARIBEL ATAYDE	PIO VALENZUELA ES
132	CRUZATE, ROWENA FRANCO	PIO VALENZUELA ES
133	EVANGELISTA, MA. EVANGELINE ORTEGA	PIO VALENZUELA ES
134	MANGARON, RACHEL DELA CRUZ	PIO VALENZUELA ES
135	MEJERA, MARK BENEDICT RICAMARA	PIO VALENZUELA ES
136	BERNARDO, JOSE RAMIL VIRAY	POLO NHS
137	DE GUZMAN, CRISTINE DOON	POLO NHS
138	RECAMARA, JESALINE CORDERO	POLO NHS
139	SILVERIO, CHENCHENESS TAPPEL	POLO NHS-SHS
140	TALON, CRIZALDY TIEMPO	POLO NHS-SHS
141	VERGARA, KIM MATTHEW BACATE	POLO NHS-SHS
142	SALUDAR, JIMBOY MONTEJO	PUNTURIN SHS
143	ALE, CRISELDA BURGOS	RINCON ES
144	SANTOS, MAXIMA CAPIRAL	RINCON ES



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145	ABANTE, STELLA MARIE NAPABIT	ROBERTA DE JESUS ES
146	ABELEDA, MYLYNE PACHECO	SITERO FRANCISCO MNHS
147	CAMBIL, PRINCESS MAY TAMANO	SITERO FRANCISCO MNHS
148	DALWAMPU, JEZELLE PRIVALDOS	SITERO FRANCISCO MNHS
149	DEL ROSARIO, KARREN CARLA MANGLAPUS	SITERO FRANCISCO MNHS
150	GUERRERO, NORMAN REYES	SITERO FRANCISCO MNHS
151	HUISO, BRENDI SEÑERES	SITERO FRANCISCO MNHS
152	LAURITO, ANALIN LEQUIN	SITERO FRANCISCO MNHS
153	RIVERA, APRILYN OLOTEO	SITERO FRANCISCO MNHS
154	SAN MIGUEL, LEAH MAE ORTIZ	SITERO FRANCISCO MNHS
155	ACEBUCHE, BRAYAN CUIZON	SITERO FRANCISCO MNHS-SHS
156	ALBERTO, VIA HUISO	SITERO FRANCISCO MNHS-SHS
157	FREGILLANA, JOENIE LAUREAN	SITERO FRANCISCO MNHS-SHS
158	MACAPAGAL, ROMAINE FEAM AMURAO	SITERO FRANCISCO MNHS-SHS
159	PARTIBLE, RUBY ALCALA	SITERO FRANCISCO MNHS-SHS
160	PEREZ, EMERITO PACHECO	SITERO FRANCISCO MNHS-SHS
May 21, 2026 08:00 am – 12:00 pm		
161	SAN JUAN, HENEE ARCINUE	SITERO FRANCISCO MNHS-SHS
162	ARNAIZ, NESTLEE CUSTODIO	SITIO STO. ROSARIO ES
163	CARREON, EVA DIN	SITIO STO. ROSARIO ES
164	ARICHETA, RESHIEL ISAGAN	VALENZUELA NHS
165	BALUNGCAS, PRINCESS TEJADA	VALENZUELA NHS
166	BUEN, JAMILEEN JOY VIADO	VALENZUELA NHS
167	CAMBAYA, BERNADITH LELIS	VALENZUELA NHS
168	CAPILO, ROMMEL STA. MARIA	VALENZUELA NHS
169	CASTAÑEDA, JOANNE CLEOFE	VALENZUELA NHS
170	GALVAN, DANICA CASIMIRO	VALENZUELA NHS
171	GURROBAT, IAN PATRICK BALUYUT	VALENZUELA NHS
172	MALAPITAN, GILIZA ALONZO	VALENZUELA NHS
173	MORALES, AILEEN MAY LOPEZ	VALENZUELA NHS
174	SAMSON, MELIZA JAO	VALENZUELA NHS
175	SO, ANTHONY RESPICIO	VALENZUELA NHS
176	TUBAÑA, JUN CARLO SAN GABRIEL	VALENZUELA NHS
177	AUSTRIA, ARVIN CUNANAN	VALENZUELA NHS-SHS
178	BEJUCO, ZOE SARAH RIESGO	VALENZUELA NHS-SHS
179	LAZARO, CZARINA BEA DE GUZMAN	VALENZUELA NHS-SHS
180	SANTOS, PINKY SOLIS	VALENZUELA NHS-SHS
181	ADVENCOLA, HELEN PAMATIAN	VALMASCI



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182	DELIMA, ELIZABETH JOY VALERA	VALMASCI
183	FERRER, JESSA VEÑALON	VALMASCI
184	FLORES, MYLENE TABINAS	VALMASCI
185	HERNAEZ, JELLY TUBAL	VALMASCI
186	LAMANILAO, MELANIE POSADAS	VALMASCI
187	MENDAROS, ALVIN DALMAN	VALMASCI
188	SIMBAJON, JAYVEE MARIANO	VALMASCI
189	CATIMBANG, ROBERT DELA CRUZ	VALMASCI-SHS
190	ALVAREZ, ANGELINE BAUTISTA	VEINTE REALES NHS
191	ANTONIO, ESTRELLITA MAGNO	VEINTE REALES NHS
192	RODA, VICTOR RODVER RIVERO	VEINTE REALES NHS
193	VILLAMARTIN, KAREN TAPNIO	VEINTE REALES NHS
194	ACELO, JEANNE ESTOLANO	VICENTE P. TRINIDAD NHS
195	BONAOBRA, KEVIN POLINAG	VICENTE P. TRINIDAD NHS
196	BORLAZA, MICHELLE VALDEZ	VICENTE P. TRINIDAD NHS
197	CAMARGO, NICOLINE EDEN	VICENTE P. TRINIDAD NHS
198	CORDOVA, CATHERINE CARABALLE	VICENTE P. TRINIDAD NHS
199	DELOS SANTOS, CHARITO DIZON	VICENTE P. TRINIDAD NHS
May 21, 2026 01:00 pm – 03:00 pm		
200	GUTIERREZ, MOISESA NUÑEZ	VICENTE P. TRINIDAD NHS
201	JOSOL, MARY ANGELINE RAYDAN	VICENTE P. TRINIDAD NHS-SHS
202	ABAYON, JUDY ANN CRUZ	WAWANG PULO NHS
203	ANDAYA, JOEY PAGLINAWAN	WAWANG PULO NHS
204	CAYABYAB, NORBILENE BURIO	WAWANG PULO NHS
205	LABONG, MARICAR ALEJANDRINO	WAWANG PULO NHS



Republic of the Philippines
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SCHOOLS DIVISION OFFICE VALENZUELA CITY

Annex A

List of Personnel

NAME	OFFICE/SCHOOL
ERNEST JOSEPH C. CABRERA	OFFICE OF THE ASDS
MA. CLARINDA L. OMO	PERSONNEL SECTION
CHRISTIAN G. BUMATAY	PERSONNEL SECTION
JEFFREY I. CATOTO	PERSONNEL SECTION
JACKILYN T. TAN	PERSONNEL SECTION
EMERLYN G. BENEDICTO	PERSONNEL SECTION
ARVIN JOHN C. SUYAT	SDS/PERSONNEL SECTION
IKE JOSEPH P. LUMAAD	ICT UNIT
ALLENN RAPHAEL F. GUTIERREZ	ICT UNIT
GENESIS S. FLORES	ICT UNIT
May 19, 2026	
SUZETTE T. CRUZ	MALANDAY JHS
RHENCE KHRISTINE P. MAGTUBA	MARULAS CENTRAL SCHOOL
KRISMAS APPLE C. MASILANG	LINGUNAN ES
ELIZABETH M. COQUILLA	CONSTANTINO ES
RHOSLYN P. TUAZON	JUSTICE ELIEZER R. DE LOS SANTOS NHS
JOCELYN S. DINO	SANTIAGO A. DE GUZMAN ES
BALTAZAR N. FLORES	VALENZUELA NHS
JENNIFER R. AVENDAÑO	VALMASCI
May 20, 2026	
ROSELLE D. MEDALLO	ANTONIO M. SERAPIO ES
ROMMEL C. LUNA	DALANDANAN ES
CHARLEY C. MARABILES	LINGUNAN ES
JAN EMMANUEL G. MARCOS	TAGALAG ES
JENNIFER F. MARBIBI	WAWANG PULO NHS
ROBERT A. MARIN	VEINTE REALES NHS
MARINELA B. FRANCISCO	SAN MIGUEL HEIGHTS ES
DIVINE ANGELIQUE G. CABRERA	GEN. T. DE LEON NHS
May 21, 2026	
MARIA THERESA S. MENDOZA	ANDRES FERNANDO ES
MARK ROGER L. GARCIA	ARCADIO F. DEATO ES
JESSICA G. MORALES	CARUHATAN NHS



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CATHERINE B. AGUILAR	BIGNAY NHS-SHS
MARVELOUS D. NICOLAS	BITIK ES
MICHAEL T. MELECIO	DISIPLINA VILLAGE ES
RONALD JOHN A. MUNDA	ISLA ES
WILFREDO D. SANTOS	PASOLO ES

Annex B

List of Requirements

1. Reclassification Form for Teaching Positions (RFTP). You may download a copy of the form at: https://bit.ly/RSP-SDO-VAL
2. Duly signed Service Record (you may request a copy during the validation), and Certificate of Employment (Private), if applicable
3. Duly Accomplished Personal Data Sheet (CSC Form 212, Revised 2025)
4. Authenticated Transcript of Records (TOR) with S.O. number signed by the School Registrar