



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Cebu Province

Office of the Schools Division
Superintendent

August 23, 2023

DIVISION MEMORANDUM

No. 344 s. 2023

**ANNOUNCING THE COMPARATIVE ASSESSMENT RESULTS FOR THE
POSITION/S OF ADMINISTRATIVE OFFICER III (ADOF III) AND
ADMINISTRATIVE AIDE I (ADA I) FOR THE
FISCAL YEAR 2023-2024**

TO: Assistant Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors /District Caretakers
Elementary and Secondary School Heads
All Other Concerned

1. The Division of Cebu Province hereby informs the field of the tentative Comparative Assessment Results-Registry of Qualified Applicants (CAR-RQA) of the above-mentioned nonteaching positions (ADOF III & ADA I) for the Calendar Year 2023 for the information of all concerned.

2. The posting period starts on **August 23, 2023 (Wednesday)** and will lapse on **September 2, 2023 (Saturday/10 calendar days)**. However, applicants are only given **five (5) calendar days** to raise corrections on the scores or ratings they obtained as per DO No. 007, s. 2023 which took effect on April 7, 2023. The reglementary period for the applicants to raise corrections on the scores or ratings they obtained will end on **August 28, 2023 (Monday)**. The remaining five (5) days (of the ten calendar-day posting period) are intended for the HRMPSB to do the corrections and review the application documents submitted by the applicants.

3. However, if no request for corrections or inquiries will be raised by the applicants, the rank list as herein posted is deemed effective immediately after the lapse of the five-day posting period. The rank list will be ready for implementation starting **August 29, 2023 (Tuesday)**. If there are corrections to be made, then the rank list will become effective starting **September 4, 2023 (Monday)**. **If no corrections or requests from the applicants to review the ratings they obtained, the rank list as herein posted is deemed final and executory (starting August 29, 2023/Tuesday), reposting is no longer necessary.**

4. Applicants who will raise corrections or clarifications on the scores obtained must send or submit a letter request addressed to the schools division superintendent and shall be directly submitted to the HR Unit/Division Office. All requests for corrections



Address: IPHO Bldg., Sudlon, Lahug, Cebu City
Telephone Nos.: (032) 255-6405
Email Address: cebu.province@deped.gov.ph

shall be submitted on or before **August 29, 2023**, on or **before 4:00 PM** (observing the five-day posting period).

5. The HRMPSB members and/or the validators together with the HR Unit Secretariat will meet on **August 30, 2023 (Wednesday) at 8:00 AM** to review the rank list if there are corrections or clarifications being raised by the applicants.

6. Widest dissemination of this Memorandum is hereby directed/desired.

Manny
SENEN PRISCILO P. PAULIN, CESO V
Schools Division Superintendent

sds/asds/vay/2023



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Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region VII-Central Visayas
 DIVISION OF CEBU PROVINCE
 IPHO Bldg, Sudlon, Lahug, Cebu City

10-DAY POSTING

Annex H

COMPARATIVE ASSESSMENT RESULT (CAR)

Position: ADMINISTRATIVE AIDE I
 Office/Bureau/Service/Unit where the vacancy exists: _____

Plantilla Item Number: _____
 Date of Final Deliberation: August 18, 2023

Name of Applicant	Address	Present Position	COMPARATIVE ASSESSMENT RESULTS										Remarks	For Background Investigation (Y/N)		For Appointment (To be filled-out by the Appointing Officer/Authority; Please sign opposite the name of the)	For probation (Please identify period of Probation (6 months or 1 year) if nature of appointment falls under the purview of Item 73 of DO No. 19 s. 2022)
			Education (5)	Training (10)	Experience (15)	Performance (20)	Outstanding Accomplishments (10)	Application of Education (10)	Application of L&D (10)	Potential (20)	Total	Yes		No			
1 QUINDAO, JONNEL C.	Tabogon, Cebu	JO-Driver	1	5	20	18.52	2	0	0	18.67	65.19	Qualified	/				
2 LERASAN, WILSON R.	Cordova, Cebu	JO-Driver	1	2	20	20	0	0	0	19.20	62.20	Qualified	/				
3 CASTILO, VIRGILIO JR. O.	Cebu City	JO-Driver	1	0	20	19.68	0	0	0	19.20	59.88	Qualified	/				
4 AMISTOSO, ROGELIO B.	Cordova, Cebu	JO-Driver	1	0	15	16.28	0	0	0	19.45	51.73	Qualified	/				
5 ROSALES, FELOMINO D.	Malabuyoc, Cebu	Liaison Officer - Law Office	1	0	12	0	0	0	0	4.53	17.53	Qualified	/				

NOTHING FOLLOWS

Prepared by the HRMPSE
 (All members should affix signature)

MONINA SARAH M. POMAREJOS, MPA
 Administrative Officer IV- HRMO

JEREMY C. DENAMPO, JD
 Administrative Officer V

(ON LEAVE)
ORVILLE DELA CERNA
 Attorney III

GLADYS S. BALAGTAS, EdD
 O/C-SGOD Chief

VICTOR A. YBAÑEZ, EdD, CESE
 HRMPSE Chairman

Approved for posting:

SENEN PRISCILO P. PAULIN, CESO V
 Schools Division Superintendent/
 Appointing Authority

Notes and Instructions for the HRMO:

- a) For the purpose of posting the CAR, **Column C (Name of the applicant) and Columns N to R (Remarks to Probation status)** shall be concealed in accordance with RA No. 10163 (Data Privacy Act). The only information that shall be made public are the Application Code, Comparative Assessment Results (Component from Education to Potential) and the total scores of the applicants.
- b) If the information does not apply to the applicant, please put N/A.
- c) Applicants who failed to appear in any phase of the Open Ranking process and other evaluative assessments, and/or have withdrawn their application shall be provided with a notation beside the application code (e.g., withdrawn application, etc.)



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10-DAY POSTING

COMPARATIVE ASSESSMENT RESULT (CAR)

Annex H

Position: ADMINISTRATIVE OFFICER III
 Office/Bureau/Service/Unit where the vacancy exists: _____

Plantilla Item Number: _____
 Date of Final Deliberation: August 18, 2023

Name of Applicant	Address	Present Position	COMPARATIVE ASSESSMENT RESULTS										Remarks	For Background Investigation (Y/N)		For Appointment (To filled-out by the Appointing Officer/Authority; Please sign opposite the name of the)	For probation (Please identify period of Probation (6 months or 1 year) if nature of appointment falls under the purview of Item 73 of DO No. 19 s. 2022)
			Education (5)	Training (10)	Experience (15)	Performance (20)	Outstanding Accomplishments (10)	Application of Education (10)	Application of L&D (10)	Potential(20)	Total	Yes		No			
1 NAZARENO, ELDENITA A.	Oslob, Cebu	ADOF II	5	10	15	17.92	2	0	0	18.61	68.53	Qualified	/				
2 JUMAO-AS, RHEA MAE N.	Medellin, Cebu	ADOF II	4	10	12	17.84	0	0	0	19.10	62.94	Qualified	/				
3 GENERALE, CIELO MARIE J.	Balamban, Cebu	ADOF II	0	10	15	17.6	2	0	0	17.96	62.56	Qualified	/				
4 LUCANAS, RONALD S.	Cebu City	ADOF II	5	10	12	17.6	0	0	0	14.73	59.33	Qualified	/				
5 ALVARADO, SUZETTE A.	Cebu City	ADOF II	0	6	15	19.92	2	0	0	16.16	59.08	Qualified	/				
6 LASAY, MARIA JOSEFA E.	Cebu City	ADOF II	0	10	9	17.92	2	0	0	17.58	56.50	Qualified	/				
7 SEQUINO, MELVA E.	Cebu City	Manpower Development Officer I	0	10	15	16.08	0	0	0	15.28	56.36	Qualified	/				
8 ORTILANO, CHIQUI L.	Minglanilla, Cebu	ADOF II	5	0	12	17.28	1	0	0	17.59	52.87	Training certificates expired -for deliberation	/				
9 MALAZARTE, GOLDIE B.	Minglanilla, Cebu	ADOF II	5	4	15	17.2	2	0	0	9.16	52.36	Qualified	/				

NOTHING FOLLOWS

Prepared by the HRMPSEB
 (All members should affix signature)

MONINA SARAH M. POMAREJOS, MPA
 Administrative Officer IV- HRMO

JEREMY C. DENAMPO, JD
 Administrative Officer V

ORVILLE DELA CERNA
 Attorney III

MARY ANN FLORES, EdD
 C/D Chief

GLADYS S. BELAGTAS, EdD
 O/C-SGGD Chief

VICTOR A. YBAÑEZ, DM, EdDD, PhD, CESE
 HRMPSEB Chairman

Approved for posting:

SENEN PRISCILO P. PAULIN, CESO V
 Schools Division Superintendent/
 Appointing Authority

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