



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

Office of the Schools Division Superintendent

June 9, 2025

DIVISION MEMORANDUM

No. 18, s. 2025

ADDENDUM TO DIVISION MEMORANDUM DM 165, S. 2025 COMPOSITION OF THE HRMPSB SUBCOMMITTEE EVALUATORS FOR SKILLS TEST AND WRITTEN EXAMINATION CRITERIA FOR ADMINISTRATIVE OFFICER II

To: Assistant Schools Division Superintendent
Chiefs, Functional Divisions
Human Resource Merit Promotion and Selection Board
School-based Administrative Officers
All Others Concerned

- Pursuant to Division Memorandum No. 165, s. 2025 re: *Addendum to Division Memorandum 117, s. 2025 Schedule of Interview and Comparative Assessment for Applicants for Administrative Officer II Position for School Year 2025-2026*. This office hereby announces the following Schedule of Behavioral Events Interview and Weight Allocation for Comparative Assessment (One-Stop-Shop) for applicants for Administrative Officer II (ADOF2) Positions for School Year 2025-2026 on **June 9-13, 2025**.
- Attached to this memorandum are the designated members of the **HRMPSB Sub-Committee Members Evaluators per for Skills Test and Written Examination Criteria** who shall be tasked with conducting and facilitating the conduct of the aforementioned activity. This memorandum shall serve as **Travel Authority**, and the **same shall be considered as a regular duty and shall be treated with utmost priority**, in compliance with item 94 of DepEd Order No 19, s. 2022 or the *Department of Education Merit Selection Plan*.

Criteria	HRMPSB Sub Committee Evaluator
Skills Test and Written Examination	RAUL P. FIGUEROA, JR MARIBEL N. UY ANGELICA ANDALES JANJAN BESARINO MARRIETTA DIMPLE DUGAN CARYL DEANNE PEREZ JASON DIANO GILDA POLICARPIO BIANCA BUNA JEOFFREY ARCE CASSANDRA ABIENA PATRICIA JOY LUTAO

- In view of the exigency of public service and the need to ensure the continuous delivery of essential government functions, selected personnel are hereby authorized to render overtime services on **June 12, 2025 (Thursday), a regular holiday**, in accordance with the provisions of CSC-DBM Joint Circular No. 1, s. 2015 and other relevant issuances.

Personnel who will render overtime work on the said date shall be entitled to **Compensatory Time Off (CTO) in lieu of overtime pay.**

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


GAUDENCIO C. ALJIBE, JR., CESO VI
Schools Division Superintendent

DepEd Northern Samar
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Date: JUN 11 2025