



Republic of the Philippines
Department of Education
Schools Division of Benguet

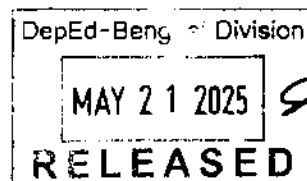
May 20, 2025

DIVISION MEMORANDUM

No. 213 s. 2025

**DIVISION TRAINING OF TRAINERS FOR HRMPSE ASSESSORS TOWARDS
DEEPENING OF INITIAL EVALUATION AND ASSESSMENT**

TO: Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors/In-charge
Elementary and Secondary School heads
All Others Concerned



1. Relative to DM-OUHROD-2025-0554 covering the conduct of HRMPSE Assessors Training: Deepening on Initial Evaluation and Assessment, the Schools Division of Benguet will be conducting the Division Training of Trainers on **June 4-5, 2025 at Adivay Hall, SDO Benguet, Wangal La Trinidad, Benguet.**
2. This activity aims to strengthen the capability-building programs for District and Schools to:
 - a. increase the number of competent and credible assessors of teacher competencies;
 - b. develop among members of the sub-committees the needed skills in conducting a thorough and fair evaluation and
 - c. establish consistent and standardized evaluation and assessment processes across all Districts and Schools.
3. This memorandum also serves as the official **Travel Authority** for all participants, speakers, and facilitators on official business. Kindly refer to the attached list of participants Enclosure 1 and Enclosure 2 for the Training Matrix.
4. Participants are requested to bring with them a hard copy of DepEd Order 20, s. 2024 and a copy of PPST classroom observation tool.

Page 1 of 6

5. The first meal shall be AM snacks of June 4, 2025, and the last meal is PM snacks of June 5, 2025. Travel and other incidental expenses incurred by participants to attend the activity shall be charged to school MOOE, local funds, or other sources, subject to standard accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this memorandum is expected.

Digitally signed by ESTELA
P. LEON-CARINO EdD,
CESO III
Date: 2025.05.21 07:44:38
+08'00'

ESTELA P. LEON-CARINO EdD, CESO III
Regional Director and
concurrent Officer-in-Charge
Office of the Schools Division Superintendent

List of Participants

Speakers/ Facilitators/Division HRMPSB	School/Office	Position
Samuel T. Egsaen	SDO-Benguet	ASDS
Lucio Alawas	SDO-Benguet	SGOD Chief
Mahal Rifani	SDO-Benguet	AO V-Admin
Mel Alingbas	SDO-Benguet	AO IV-Personnel
Daniel Peredo	LTNHS	SP II
Jardson Onio	SDO-Benguet	EPS
Bivian Cuh-ing	BeNHS	SP IV
Nancy Rosado	La Trinidad District	SP II
Johnson Legaspi	La Trinidad District	SP I
Norbert Lartec	SDO-Benguet	EPS
Shiela Ocampo	SDO-Benguet	ADAS III/Secretariat/Facilitator
Filame Guilanda	SDO-Benguet	ADAS III/Secretariat/Facilitator

Participant	Designation	District
1. Marcelino S. Baldo	PSDS	Atok
2. Florelia A. Pascian	Elementary School Head	Atok
3. Mana Estakio	Secondary School Head	Atok
4. Norman Pablito	Secondary or Elem School Head	Atok
5. Hazel Bagayao	Admin Officer II	Atok
6. Eden Grace A. Balagsa	MTI	Bokod
7. Requita S. Kiwalan	MTII	Bokod
8. Migara L. Palaoag	Elementary School Head	Bokod
9. Arnold L. Manio	Secondary School Head	Bokod
10. Sanny D. Bandao	Secondary School Head	Bokod
11. Gisela B. Laureta	Admin Officer II	Bokod
12. Marilyn W. Zarate	PSDS	Bakun
13. Emily Bagayao	Elementary School Head	Bakun
14. Lilia B. Saguibal	Elementary School Head	Bakun
15. Shaiaine T. Cabuten	Secondary School Head	Bakun
16. Oliver Ngiwas	Secondary School Head	Bakun
17. Janice Bawas	Admin Officer II	Bakun
18. Onofre D. Limpayos	PSDS	Buguias
19. Nerissa S. Culas	Elementary School Head	Buguias
20. Romeo C. Dulnuan	Elementary School Head	Buguias
21. Astrida B. Talabis	Secondary School Head	Buguias
22. Divina T. Calubandi	Secondary School Head	Buguias
23. Jonathan I. Gayaso	Secondary/Elementary School Head/AO II	Buguias
24. Wilner Pala-og	Admin Officer II	Buguias
25. Jonathan G. Sadey	PSDS	Itogon I

26.Christine D. Puguon	Elementary School Head	Itogon I
27.Janice C. Bagiw	Secondary School Head	Itogon I
28.Dante D. Romillo	Secondary or Elem School Head	Itogon I
29.Lalyn M. Barcena	Admin Officer II	Itogon I
30.Juliet K. Baldo	PSDI	Itogon II
31.Emelda G. Amancio	Elementary School Head	Itogon II
32.George C. Api-it	Secondary School Head	Itogon II
33.Theresita F. Olayan	Secondary or Elem School Head	Itogon II
34.Twinkle D. Asudera	Admin Officer II	Itogon II
35.Roberto A. Pablo jr.	PSDS	Kabayan
36.Jenneth M. Bastian	Elementary School Head	Kabayan
37.June Corpuz	Elementary School Head	Kabayan
38.Madison B. Kiong	Secondary School Head	Kabayan
39.Danny Otinguey	Secondary School Head	Kabayan
40.Daphne Angelica Espara	Admin Officer II	Kabayan
41.Virginia B. Salio-an	PSDS	Kapangan
42.Agrifina P. Compala	Elementary School Head	Kapangan
43.Noel T. Winnan	Elementary School Head	Kapangan
44.Nancy Costina	Secondary School Head	Kapangan
45.Cherrelene A. Comom	Secondary School Head	Kapangan
46.Jigie Basilio	Admin Officer II	Kapangan
47.Cristeta E. Igueldo	PSDS	Kibungan
48.Suela A. Vencio	Elementary School Head	Kibungan
49.Vilma B. Beliano	Secondary School Head	Kibungan
50.Ike B. Danio	Secondary or Elem School Head	Kibungan
51.Jonalyn D. Gapad	Admin Officer II	Kibungan
52.Delarosa V. Delmas	PSDS	La Trinidad
53.Rosalina S. Laureta	Elementary School Head	La Trinidad
54.Lorna V. Wallit	Elementary School Head	La Trinidad
55.Wilma T. Coilan	Secondary School Head	La Trinidad
56.Rachel Baliked	Secondary School Head	La Trinidad
57.Christine Damoslog	Admin Officer II	La Trinidad
58.Marylin A. Tolbe	PSDS	Mankayan
59.Delia M. Bandao	Elementary School Head	Mankayan
60.Nathalie P. Lagan	Elementary School Head	Mankayan
61.Sharon B. Angupa	Secondary School Head	Mankayan
62.Clariza K. Tad-o	Secondary School Head	Mankayan
63.Anfe M. Calapen	Admin Officer II	Mankayan
64.Lilian T. Ulep	PSDS	Sablan
65.Clair L. Toctocan	Elementary School Head	Sablan
66.Jane A. Angluben	Secondary School Head	Sablan
67.Nilo B. Oyam	Secondary or Elem School Head	Sablan
68.Monalie Cacatian	Admin Officer II	Sablan
69.Melchor C. Tican	PSDS	Tuba
70.Milbert B. Cocoy	Elementary School Head	Tuba
71.Henry D. Tinaza	Elementary School Head	Tuba
72.Florence B. Pawig	Secondary School Head	Tuba
73.Susan C. Pio	Secondary School Head	Tuba

74. Gabriel L. Balangay	Secondary/Elementary School Head/AO II	Tuba
75. Haruel Bryse M. Cawas	Admin Officer II	Tuba
76. Aladin M. Dobinto	PSDS	Tublay
77. Glory L. Arciso	Elementary School Head	Tublay
78. Maria Catherine C. Ladao	Secondary School Head	Tublay
79. Arcy D. Layugan	Secondary or Elem School Head	Tublay
80. Jayferd T. Pulac	Admin Officer II	Tublay

TRAINING MATRIX

Session No.	Duration	Topic
DAY 1		
1	8:30 AM – 9:15 AM	Overview of the Expanded Career Progression Policy Mr. Mel Alingbas
2	9:15 AM – 10:00 AM	Overview of the PPST and its Indicators (COI and NCOI) Mr. Mel Alingbas
	10:00-10:15AM	BREAK
3	10:15 AM – 11:00 AM	Procedures and Requirements for Reclassification Mr. Mel Alingbas
Session 4. Session 1 (HRMOs and Sub-Committee on Initial Evaluation)	11:00 – 12:00 PM	Initial Evaluation of QS and Performance Requirements Ms. Nancy Rosado
	12:00-1PM	BREAK
	1:00 – 2:00 PM	Initial Evaluation of QS and Performance Requirements Ms. Nancy Rosado
Session 4. Session 2 (COIs Assessors)	2:00 PM – 3:00 PM	Assessing the Demonstration of Classroom Observable Indicators (COIs) Mr. Norbert Lartec
	3:00- 3:15PM	BREAK
	3:15-5:00PM	Continuation
DAY 2		
Session 5. Session 1 (HRMOs and Sub-Committee on Initial Evaluation)	8:00 AM – 9:45	Assessing Education, Training, and Experience (ETE), and Computing Points for Performance Mr. Johnson Legaspi
	9:45-10AM	BREAK
Session 5. Session 2 (NCOIs Assessors)	10:00 AM – 12:00 PM	Assessing the Demonstration of the Non-Classroom Observable Indicators (NCOI) Mr. Jardson Onio
	12:00-1PM	BREAK
6	1:00 PM – 3:00 PM	Behavioral Events Interview Ms. Bivian Cuh-ing
	3:00-3:15PM	BREAK
7	3:15-4:30PM	Closing Program