



Republic of the Philippines  
**Department of Education**  
**Schools Division of Benguet**

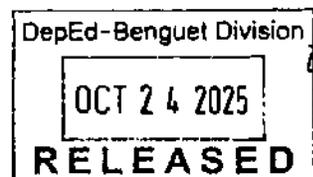
October 24, 2025

**DIVISION MEMORANDUM**

No. 497 s. 2025

**FINALIZATION OF THE SUBMITTED RECLASSIFICATION  
 APPLICATIONS FOR TEACHING POSITIONS IN ACCORDANCE WITH  
 DEPED ORDER NO. 024, S. 2025**

**TO:** Public Schools District Supervisors/In-charge  
 Elementary and Secondary School heads  
 Administrative Officer II  
 All Others Concerned



1. In view of Regional Memorandum No. 669, s. 2025, on the dissemination of DM-OUHROD-2025-2505, titled "Commencement of Reclassification of Teaching and School Principal Positions Pursuant to DepEd Order No. 024, s. 2025," applications shall be processed on a **first-come, first-served basis** upon the receipt of complete documentary requirements.
2. To ensure timely compliance and facilitate the early submission of Reclass documents, the Division Office enjoins the identified personnel (Annex A) to assist the HRMPSB in the finalization of submitted reclassification applications at **SDO Benguet (Red Room)** on **October 27-29, 2025, 8:00AM to 5PM**.
3. Participants identified in Annex A are required to bring a laptop.
4. Meals and snacks shall be charged to the Division MOOE subject to usual auditing rules and regulations. The first meal will be AM snack on Oct. 27, 2025, while the last meal will be PM snack on Oct. 29, 2025.
5. This Memorandum shall also serve as the official Travel Authority for all participants on official business. Travel and other incidental expenses incurred in the performance of this activity shall be charged against school MOOE, local funds, or other available sources, subject to the usual accounting and auditing rules and regulations.
6. Immediate and widest dissemination of this Memorandum is directed.

Digitally signed by ESTELA P.  
 LEON-CARINO EdD, CESO III  
 Date: 2025.10.24 11:18:49  
 +08'00'

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

OSDS/HRMPSB

Page 1 of 2



Address: Wangal, La Trinidad, Benguet  
 Telephone Number: (074) 422-6570

Email: [benguet@deped.gov.ph](mailto:benguet@deped.gov.ph)

Facebook Page: DepEd Tayo Benguet



## ANNEX A

No.	NAME	DISTRICT
1	HAZEL E. BAGAYAO	ATOK
2	DAPHNE ANGELICA N. ESPARA	KABAYAN
3	MARICHELLE OLA-O	BUGUIAS
4	JAYCEL D. CALONG	KAPANGAN
5	CHARISH PITPITUNGE	BUGUIAS
6	WAJ-CHINA, LOUIE GINA EBAN	SABLAN
7	CACATIAN, MONALIE PACALSO	SABLAN
8	GAPAD, JONALYN D.	KIBUNGAN
9	MUÑOZ, LEVENEEO LAO-AN	BAKUN
10	LILIAN A. CARPIO	MANKAYAN
11	TWINKLE ASUDERA	ITOGON II
12	CAIVER OLAY	TUBLAY
13	GENEVIEVE CASTRO	LA TRINIDAD
14	JEANNE B. FAUSTO	ITOGON I
15	JUVY K. LANGPAWEN	TUBA
16	MEL W. ALINGBAS	SDO
17	SAMUEL T. EGSAEN JR.	SDO
18	MAHAL M. RIFANI	SDO
19	MARTY DEION ESTACIO	SDO
20	YOLANDA T. AGUSTIN	SDO