



Republic of the Philippines  
Department of Education

REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF CITY OF TAYABAS

16 January 2026

DIVISION MEMORANDUM  
No. 038 s. 2026

**REQUEST FOR ASSISTANCE OF THE REGIONAL OFFICE FOR THE  
RE-EVALUATION OF THE 2025 SUBMITTED RECLASSIFICATION  
DOCUMENTS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. In connection to the request for assistance of the Regional Office for the **re-evaluation of the 2025 submitted reclassification documents**, relative to the implementation of the Expanded Career Progression, this Office hereby announces the list of personnel who are requested to assist in the re-evaluation of documents in the Regional Office.
2. Traveling expenses and other incidental expenses related to the said activity shall be charged against the Division MOOE, subject to the usual accounting and auditing rules and regulations. The list of personnel is attached as **Enclosure 1**.
3. Immediate dissemination and strict compliance of this Memorandum is desired.

  
CELEDONIO B. BALDERAS JR.  
Schools Division Superintendent

Encl: As stated

Reference: DepEd Order No. 024, s. 2025

To be indicated in the Perpetual Index  
under the following subjects:

**RECLASSIFICATION**

OSDS Personnel Unit – request for assistance of the regional office for the re-evaluation of the 2025 submitted reclassification documents  
PERPIFP4-002305 /January 16, 2026

**Enclosure 1: List of personnel**

No.	Name	Office/School Name	Position Title
1	Balbarosa, Nathaniel G.	Tayabas West Central School II and Division Office	Administrative Officer II
2	Cuaterno, Marilou C.	Rosario Quesada Integrated National High School	Administrative Officer II
3	Domirez, Juanito D.	Mayuwi Integrated School and Domoit Elementary School	Administrative Officer II
4	Jastiva, Jeraizy Ivey Z.	Division Office - Personnel Services	Administrative Assistant III
****nothing follows****			