

Republic of the Philippines
 Department of Education
 National Capital Region
DIVISION OF CITY SCHOOLS
 City of Mandaluyong

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RUSH

Date : September 29, 2014

To : Education/District Supervisors
 Principals, Elementary and Secondary Schools
 Administrative Officer-V
 Division Accountant
 Human Resource Management Officer-I

RELEASED
 BY: [Signature]
 DATE: 9/30/2014 10:40am
 DIVISION OF CITY SCHOOLS
 MANDALUYONG

Subject : Approved Conversion and Reclassifications of Teaching Positions

We are pleased to announce that the Department of Budget and Management has released the Notice of Organization, Staffing and Compensation Action (NOSCA) of the approved conversion and reclassification of the twelve (12) and seven (7) teaching positions to Master Teacher-I and Master Teacher Positions for elementary and secondary level, respectively, to wit:

I. Elementary

NAME	From	To
1. Bernardo, Angelina J.	Master Teacher-I	Master Teacher-II
2. Catibog, Eizabeth E.	Master Teacher-I	Master Teacher-II
3. Genio, Cristina D.	Master Teacher-I	Master Teacher-II
4. Balauro, Jesus Jr. F.	Teacher-II	Master Teacher-I
5. Navarro, Cynthia G.	Teacher-II	Master Teacher-I
6. Gempisao, Leovigilda G.	Teacher-III	Master Teacher-I
7. Datuin, Manolito P.	Teacher-II	Master Teacher-I
8. Villas, Rebecca V.	Teacher-III	Master Teacher-I
9. Rugas, Ronelia R.	Teacher-III	Master Teacher-I
10. Iringan, Loreta D.	Teacher-III	Master Teacher-I
11. Ching, Noemi S.	Teacher-III	Master Teacher-I
12. Banzuela, Ana Lisa A.	Teacher-III	Master Teacher-I

II. Secondary

NAME	School	From	To
1. Chris P. Patron	CMSHS	Teacher-I	Master Teacher-I
2. Bulawin, Norilyn F.	MPNAG	Master Teacher-I	Master Teacher-II
3. Salas, Ana Aurelia D.		Teacher-III	Master Teacher-I
4. Palon, Prudence A.		Teacher-I	Master Teacher-I
5. Belolo, Ma. Julia D.	ABIS	Teacher-I	Master Teacher-I
6. Causon, Ma. Venancia	HHIS	Teacher-II	Master Teacher-I
7. Nicanor, Marvelyn D.		Teacher-I	Master Teacher-I


However, the appointment of the newly approved Master Teacher items shall be non-station specific particularly in the elementary level for us to rationalize the distribution of MTs. As it has been agreed upon prior to the request for reclassification, these teachers may be transferred/reassigned to the schools without existing MT or with insufficient number of MTs.

Considering that class programs of the schools are already in place, the reassignment of the new MTs shall take effect on the ensuing SY 2015-2016.

It is requested therefore, that the above-named teachers be advised to report to the Personnel Unit the soonest possible time for the issuance of the required documents for appointment purposes.

It is expected that the Accounting Unit of this Office shall immediately commence the request for funding of the salary differentials of the reclassified Master Teacher positions to DepED NCR chargeable against the Lumpsum for Reclassification of Positions to ensure sufficient budgetary fund. Personnel Unit is requested to provide all the documentary requirements needed by the Accounting Unit once the appointment has been issued to the MTs.

Wide and immediate dissemination of this Memorandum is desired.


NERISSA L. LOSARIA, CESO VI
Officer-In-Charge
Office of the Schools Division Superintendent