



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY

DepEd DEPARTMENT OF EDUCATION Schools Division of Tabuk City RELEASED	
By: <u> jn </u>	
Date: <u> 02/03/26 </u>	Time: <u> 8:28 </u>

February 2, 2026

Division Memorandum
No. 57 , s. 2026

**“SCHEDULE OF CONDUCT OF COMPUTER-ASSISTED ASSESSMENT
OF POTENTIAL AND CHECKING OF POTENTIAL FOR OF APPLICATION FOLDERS
OF APPLICANTS FOR VARIOUS NON-TEACHING POSITIONS IN SDO TABUK CITY”**

To: Asst. Schools Division Superintendent
Members of the HRMPSB
All Others Concerned

- The Schools Division of Tabuk City, through the Human Resource Merit, Promotion and Selection Board (HRMPSB), will conduct the computer-assisted assessment of applicants' potential for **ADAS 2** and **ADAS 3**; and checking of the BEI and Skills Test (Potential) of applicants. **(See item #4 for the schedules and application codes)**
- All applicants are advised to comply with the following requirements:
 - Applicants are advised to **bring their laptop, calculator, and extension cord** on the scheduled date of the computer-assisted assessment of applicants' potential. Laptops shall be submitted to the secretariat for inspection 30 minutes before the start of the assessment.
 - Applicants are required to have a personal Gmail account* and rename it using the application code generated and sent to their email (**ex. ADAS2 01, ADAS3 01**) to facilitate participation in the Written Test, Skills Test, and Behavioral Events Interview. Internal applicants are not allowed to use their DepEd account.
 - Applicants are given 2 hours and 30 minutes to finish all the components of the assessment, namely: Written Test, Skills Test, and Behavioral Events Interview (BEI).
- The following are the Members of the HRMPSB for Non-teaching Positions:

Jan Nowel E. Peña, ASDS	Chairperson
Sally P. Feken, CES	Member
Nicasio C. Sumarita Jr., EPS	NEU Rep.
Dorothy S. Asingal, AO V	Member
Catherine M. Badong, HRMO	Member
Joshua A. Rebancos, ADAVI	Secretariat
- The following are the applicants and the schedules:*
Friday, February 6, 2026- 8:00 a.m.- 12:00 p.m.- Computer-Assisted Assessment at KAGITINGAN HALL, 2nd FLOOR, CID BLDG, SDO TABUK CITY.

Administrative Assistant 3

ADAS3-7-CN67-25
ADAS3-6-CN67-25
ADAS3-16-CN67-25
ADAS3-19-CN67-25
ADAS3-2-CN67-25



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Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>



DepEd Tayo Tabuk City



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Administrative Assistant 2

ADAS2-18-CN67-25
ADAS2-7-CN67-25
ADAS2-10-CN67-25
ADAS2-3-CN67-25

Monday, February 9, 2026- 8:00 a.m. onwards- Checking (Assessors only- BEI and Skills Test)

5. The following are the assessors for the BEI and skills who will check on January 30, 2026, 8:00 a.m. onwards;

Behavioral Events Interview

- a. Nicasio C. Sumarita Jr.- EPS
- b. Gemmaline C. Bumanglag- PSDS

Skills Test Assessor

- a. Fernandez Dumalan- ADAS

6. Applicants are hereby advised that their presence on the set date is required, and **there will be no special test** for those who fail to attend the scheduled assessment and evaluation.
7. For further inquiries, send your queries to hrmpsbsdtabukcity@gmail.com
8. Immediate dissemination of and compliance to this memorandum is desired.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent