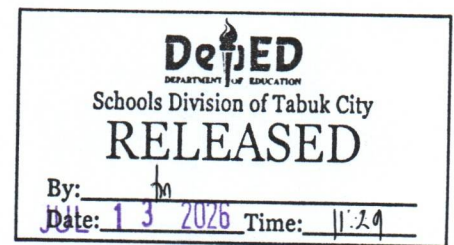




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY



July 13, 2026

DIVISION MEMORANDUM

No. **311** s. 2026

**CONDUCT OF CLASSROOM OBSERVATION, PORTFOLIO ANNOTATION,
AND BEHAVIORAL EVENT INTERVIEW (BEI) FOR APPLICANTS
TO HIGHER TEACHING POSITIONS IN SDO TABUK CITY**

To: HRMPSB Members
Public Schools District Supervisors
Designated Observers and Assessors
Applicants to Higher Teaching Positions
All Others Concerned

1. Pursuant to DepEd Order No. 20, s. 2024, entitled "Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions," the assessment of applicants shall include the evaluation of the Philippine Professional Standards for Teachers (PPST) Classroom Observable Indicators (COIs) through Classroom Observation/Demonstration Teaching, Portfolio Annotation, and Behavioral Event Interview (BEI). These assessment components form part of the comparative assessment process and are intended to determine the applicants' professional competencies, instructional practices, classroom management skills, and behavioral attributes necessary for higher teaching positions.
2. Relative thereto, all qualified applicants shall undergo Classroom Observation/Demonstration Teaching, Portfolio Annotation, and Behavioral Event Interview (BEI) on **July 14–17, 2026**, at designated venues identified by the respective Public Schools District Supervisors (PSDSs). Designated Observers shall conduct the classroom observation and assess the applicants' demonstration of the PPST Classroom Observable Indicators (COIs), while designated Assessors shall evaluate the Portfolio Annotations and conduct the Behavioral Event Interviews (BEI) in accordance with the prescribed standards and procedures under DepEd Order No. 20, s. 2024. The evaluation of Education, Training, and Experience (ETE) credentials shall be conducted separately by the Division HRMPSB for Higher Teaching positions on a schedule to be announced.
3. The conduct of the Classroom Observation/Demonstration Teaching, Portfolio Annotation, and Behavioral Event Interview (BEI) shall be undertaken in a seamless, coordinated, and systematic manner to ensure the efficient delivery of services and the timely completion of the comparative assessment



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process. All activities shall be implemented in strict compliance with the Department's No Disruption of Classes Policy, ensuring that teaching-learning processes remain uninterrupted and that the best interest of learners is upheld at all times.

4. All HRMPSB members, PSDSs, Observers, Assessors, and other personnel concerned are directed to exercise due diligence and provide complete staff work by ensuring the proper preparation, validation, organization, documentation, consolidation, and timely submission of all assessment records, rating sheets, reports, and supporting documents. They shall likewise uphold the principles of merit, fitness, transparency, objectivity, confidentiality, and accountability throughout the entire assessment process.

5. Immediate dissemination of and strict compliance with this Memorandum is hereby directed.


CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
Assistant Schools Division Superintendent
OIC-Schools Division Superintendent 

Enclosure: List of Designated Observers, Assessors, Venues, and Schedule of Activities.



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Enclosure to Division Memorandum No. 311 s. 2026

**List of Designated Observers, Assessors, Venues, and
Schedule of Activities**

Designated Observers and Assessors	Applicants to Higher Teaching Positions	Activity	Venue	Schedule
Jay-ar C. Dalimag Melchor Layugan Maria Deborah D. Aplod Anabelle D. Salida Brenda V. Pao-iton Gay Rose M. Canao	Chester Pacas Francis Ganag Jack E. Daluping	Classroom Observation Through demonstration teaching	Agbannawang NHS	July 14, 2026
Daisy D. Banutan Revelyn F. Velasco Oralyn F. Edas Amado B. Danao Melba D. Adop Flordeliza A. Sannadan Ma. Medea C. Vallejo	Floralyn D. Manadao Naty D. LAdyong Chona O. Libalib Mailva D. Wacdagan	Portfolio annotation BEI	Gaogao ES	July 14, 2026
Mary Jane G. Gumabol Robert B. Binha-on Susan A. Tumapang	Hilda A. Wawoc		Malin-awa ES	July 14, 2026
Annabelle C. Pasingan Maribel B. Gayodan Rey B. Abannag Leonardo T. Egan Rebecca A. Silip Napoleon R. Mukay	Brenda S. Delin Susana A. Basilio Judy Ann A. Balonggay Carla B. Bautista Joshua B. Lasegan Hilda T. Clemencia		Bulo East CS	July 14, 2026
Karen W. Tabanganay Crispina G. Baligod Jayson B. Aduca Delia A. Dinanas Aquino B. Dulliyao Alexis B. Luban	Glaiza Jane L. Dawagan Grace R. Villaro Jernie-Ann C. Annogui Arlyn C. Garingo Mildred E. Wacas Evangeline G. Ramos Freda W. Awica		Burobor ES	July 14, 2026
Shiela B. Esteban Junita P. Tabanganay Marieta P. Bas-ilen Elenaor M. Valencia Evangeline M. Lambayong Brendalyn D. Dumalleg	Catherine L. Andomang Bryan Q. Manangan Sheina S. Latawan Donna T. Pao-iton		Kalinga NHS	July 14, 2026



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Edgar E. Valdez
Michelle C. Liclic
Danilo D. Daluping
Zaldy V. Sarmiento
Lea Queen M. Tamayao
John Rick B. Pacas
Marcelina Y. Bancilo
Edwin P. Latawan

Julius Ceasar D.
Macusi
Jake Floyd B.
Morales
Harold Dene L.
Dulawon
Eula Mae D.
Pattaguan