



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

**OSDS-2025- 242**

To: Human Resource Merit Promotion and Selection Board  
Division Health and Nutrition Personnel  
All Concerned Applicants

Subject: **SCHEDULE OF CLASSROOM DEMONSTRATION, PORTFOLIO  
ANNOTATION AND BEHAVIORAL EVENT INDICATOR OF MASTER  
TEACHER-I APPLICANTS OF DIGOS OCCIDENTAL DISTRICT.**

Date: August 14, 2025

1. As part of the deliberation process of the Human Resource Merit Promotion and Selection Board (HRMPSB) per DepEd Order no.20, 2024 – *Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions*, the following applicants for the Master Teacher-I are to undergo a classroom demonstration, portfolio annotation and behavioral event interview.
2. Classroom demonstrations will be held at the selected grade level classrooms of the identified school on August 19, 2025, 8:00 AM to 5:00 PM, together with the assigned classroom observers/evaluators.
3. Please see attached table for your guidance.
4. Minimum Health protocols shall be observed during the conduct of this activity.
5. For information and compliance.

  
**MELANIE B. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION  
**RELEASED**  
DATE: AUG 15 2025 TIME:       
BY:

Date	District	Position Applied	Name of Applicants	Time	Venue	Observer/Evaluators
August 19, 2025	Digos Occidental	MASTER TEACHER I (ELEMENTARY GRADES) DIGOS CITY CENTRAL ELEMENTARY SCHOOL vice EMMA DIVINAGRACIA	Espina, Brynel S.	8:00 AM to 5:00 PM	Ruparan ES	Mary Joy Fortun Clarence Pillerin
			Encarnacion, Reann S.	8:00 AM to 5:00 PM		
			Gomez, Bebylane S.	8:00 AM to 5:00 PM		