Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT

DEPARTMENT OF EDUCATION
DIVISION OF SULTAN KUDARAT
RECORDS SECTION
RELEASED
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By:

November 23, 2026

DIVISION MEMORANDUM
OSDS-PS No. 258 s. 2026

SUBMISSION OF PERTINENT DOCUMENTS FOR APPOINTMENT

To: OIC-Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Public Schools District Supervisors/ Principals In-Charge
Public Elementary and Secondary School Heads
All Concerned Appointees
This Division

1. This Office requests the following prospective appointees to submit their pertinent documents for appointment not later than **December 3, 2026.**

HIGHER TEACHING POSITIONS		
NAME	**POSITION**	**SCHOOL**
ANNABELLA M. MALIPUDTED	TEACHER II	ESPERANZA NHS
MARY JOY T. TABACULDE	TEACHER II	ESPERANZA NHS
GLEZIEL JANE M. DIONEDAS	TEACHER II	BUSOK NHS
JEZREEL B. NALDO	TEACHER II	LAGUILAYAN NHS-SULTAN ALI AKBAR SINENGGAYAN HS ANNEX

2. All appointees are advised to submit pertinent documents through their respective Administrative Officer II on or before ***December 3, 2026***. They can access all the necessary forms via this link **https://bit.ly/3vWntHw**

3. Administrative Officers II (AO II) shall be solely responsible for processing and facilitating the appointment documents of the concerned appointees.

4. For more queries and clarifications, all concerned may contact **Rowena Jessette S. Villa,** Administrative Officer IV Personnel Section Head or **Rowena L. Agner,** Administrative Assistant III at email address depedsk.personnel@gmail.gov.ph

5. For the information and guidance of all concerned.

ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

Reference: None
Enclosure: None
To be indicated in the Perpetual Index under the following subjects
APPOINTMENT DOCUMENTS SUBMISSION

RLA/OSDS/DM-Submission of Pertinent Documents for Appointment/ November 23, 2026