



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

July 7, 2025

DIVISION MEMORANDUM

No. 47 s. 2025

**ADVISORY NO. 2 TO DIVISION MEMORANDUM NO. 517 S. 2025 RE:
ACCEPTANCE OF APPLICATIONS AND ASSESSMENT FOR ADMINISTRATIVE
OFFICER II POSITIONS**

TO: OIC-Assistant Schools Division Superintendent
CID & SGOD Chief and Personnel
OSDS Unit Heads and Personnel
Elementary and Secondary School Heads
All Others Concerned

1. Relative to Division Memorandum No. 517 s. 2025 titled: "Acceptance of Applications and Assessment for Administrative Officer II Positions," the schedule of activities has been revised:

Previous Schedule	New Schedule	Activities	Venue	Person/s Committee Responsible	Participants
July 7, 2025 (8:00AM-5:00PM)	July 11, 2025 (8:00AM-5:00PM)	Posting of Initial Evaluation Result	Personnel Section	HRMO, HRMP SB Secretariat	
July 8, 2025 (8:00AM-5:00PM)	July 12, 2025 (1:30PM-03:30PM)	Written Examination and Work Sample Test	CNHS	HRMO, HRMP SB Secretariat	Qualified Applicants
July 9, 2025 (8:00AM-5:00PM)	July 21-22, 2025 (8:00AM-5:00PM)	Document Evaluation and Interview	SDO Terrace	HRMP SB, HRMP SB Sub-Committee	Qualified Applicants

2. Other provisions stated in the Division Memorandum No. 517 s. 2025 shall remain in effect.

3. For information, wide dissemination, guidance and compliance.

By Authority of the OIC- Schools Division Superintendent

DELFIN A. BONDAD

OIC - Assistant Schools Division Superintendent