



Republic of the Philippines  
Department of Education  
REGION III  
TARLAC CITY SCHOOLS DIVISION

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October 28, 2025

DIVISION MEMORANDUM  
No. **415** s. 2025

**ONLINE ORIENTATION ON RECLASSIFICATION PROCESS  
IN RELATION WITH PERFORMANCE MANAGEMENT AND EVALUATION SYSTEM**

To: Assistant Schools Division Superintendent  
Division Chiefs  
All Public Elementary and Secondary School Heads  
All Others Concerned

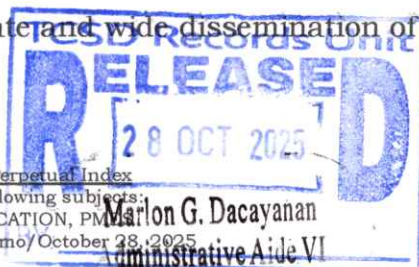
1. In reference to DepEd Order No. 024 and 034, s. 2025 and DepEd Memo No. 089 and Memorandum No. DM-OUHROD-2025-2831, this Division informs the field on the **Online Orientation on Reclassification Process in relation with Performance Management and Evaluation System** on October 30, 2025 at 9:30 AM via MS Teams.
2. The activity aims to orient all PSDSs, school heads, head teachers, and teaching personnel regarding the relationship of PMES to reclassification and the processes that need to take to fully accomplish each stage.
3. **Participants** who are **required to attend** this activity are **ALL 10 PSDSs, 88 school heads, all head teachers both elem and secondary while master teachers and other teaching personnel may attend in voluntary nature.**
4. Below is the activity matrix:

Time	Activity	Involved/Speaker
9:30 AM	<b>Preliminaries</b>	<b>Facilitator</b>
	Opening Message Purpose	<b>Mellisa S. Sanchez, PhD, CESO VI - ASDS</b> <b>Ma. Irellyn P. Tamayo, PhD, VESO V - SDS</b> <b>Robert E. Osongco, EdD - CID Chief</b>
10:00 AM onwards	<b>RECLASS AND PMES JOINT FORCES: UNDERSTANDING THE RELATIONSHIP FOR PROFESSIONAL DEVELOPMENT</b>	<b>Reymar D. Paguio, PhD</b> EPS English/ ECP Coordinator/ PMES Focal Person
11:30	<b>Clearing House</b>	
	<b>Ana Marie DC. Mercado</b> Facilitator HTI/NASH Passer	

5. The activity link is - <https://tinyurl.com/PMESRECLASSJOINTFORCES>. Participants are expected to join the platform 30 minutes before the set time.
6. Should you have concerns or any, kindly contact **Reymar D. Paguio, PhD** – the Education Program Supervisor in English and the Division Expanded Career Progression Coordinator and PMES Focal Person.
7. Immediate and wide dissemination of this Memorandum is desired.

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To be indicated in the Perpetual Index  
under the following subjects:

RECLASSIFICATION, PMES  
OSDS-CID/RDP/Supremo/October 28, 2025

Marlon G. Dacayanan  
Administrative Aide VI

**MA. IRELYN P. TAMAYO, PhD, CESO V**  
Schools Division Superintendent