



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

DIVISION MEMORANDUM
SGOD-2023- 073


February 28, 2023

**INFORMATION ON THE CONDUCT OF THE IN-PERSON REGIONAL ASSEMBLY
OF EDUCATION LEADERS (RAEL) CUM TRAINING WORKSHOP**

To: Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Public School Heads
Concerned Public School Teachers
Concerned SDO Personnel

1. This is in reference to Regional Memorandum HRDD-2023-040 dated February 24, 2023 signed by Allan G. Farnazo , Director IV, re: Information on the Conduct of the In-Person Regional Assembly of Education Leaders (RAEL) cum Training Workshop with the theme : **“Bouncing Back Better and Stronger for a Future-Ready Organization”** on March 7-9, 2023 at the SMX Convention Center, Lanang, Davao City.
2. A registration fee of Php2,000.00 per day for 3 days with the total of Php6000.00 from each participant.
3. Attached are the lists of participants and program of activities for ready reference.
4. The expenses incurred relative to the activity shall be chargeable against local *(School MOOE)* funds subject to the usual accounting and auditing rules and regulations.
5. For information, guidance, and compliance.


CRISTY C. EPE

Schools Division Superintendent 

DepEd Schools Division of Digos City
RECORDS SECTION

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DATE: 02 MAR 2023 TIME: 1:58pm

BY: 





Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

HRDD-2023-040

To : Assistant Regional Director
All Schools Division Superintendents
Chiefs of the RO Functional Divisions

Subject: INFORMATION ON THE CONDUCT OF THE IN-PERSON
REGIONAL ASSEMBLY OF EDUCATION LEADERS
CUM TRAINING WORKSHOP

Date : February 24, 2023

The Regional Association of Schools Superintendents-Region XI (DRASS XI) will conduct an in-person Regional Assembly of Education Leaders cum Training Workshop with the theme: **“Bouncing Back Better and Stronger for a Future-ready Organization”** which is scheduled on March 7-9, 2023, at the SMX, Lanang, Davao City.

This activity aims to provide learning and development opportunities for the non-teaching personnel in schools and offices within Davao Region but not limiting to the teaching staff. Subsequently, DRASS XI, manifests its strong support for the professional development of DepEd personnel and teachers.

Along this vein, please be informed that the DRASS XI, would like to collect a registration fee at Php 2,000.00 per day for 3 days with a total of Php 6,000.00 from each participant, as stipulated on item 3.2 of the NBC No. 563, s. 2016, on the Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gatherings. Hence, the registration or participation fee covers the expenditures for venue, meals of the participants, travel expenses, accommodation, and honoraria of the speakers.

The expenses which shall be incurred relative to the conduct of the said activity shall be chargeable against local funds subject to its availability. Accordingly, the corresponding allowable expenses for the said purpose shall also be subject to the usual accounting and auditing rules and regulations.

Immediate and wide dissemination of this Memorandum is desired.


ALLAN G. FARNAZO
Director IV

Enclosed: As Stated.

ROH1/nrb



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PHILIPPINE ASSOCIATION OF SCHOOLS SUPERINTENDENTS
Region XI Chapter

Program of Activities:

Time	DAY 1	DAY 2	DAY 3
8:00- 8:30	Finalization of Registration of Participants	Management of Learning	Management of Learning
8:30-10:10	Opening Program With Keynote Speaker: Real-Time Conversations (8:30-9:20) RD Allan Farnazo "Regional Direction and Landscape In the Key Reform Agenda with "MATATAG, Bansang Makabata, Batang Makabansa" 9:20-10:10: Sen Win Gatchalian - on the Theme	TOPIC: Health and Mental Wellness Dr. Lamzon	Real-Time Conversations: Rethinking, Resetting and Reflecting Department (All Undersecretaries/Asst Secretaries USEC Densing; USEC Mercado; USEC Gonong USEC Revsee USEC Finance USEC De Castro
10:10-10:15	Health Break	Health Break	Health Break
10:15-12:15	Atty. Anthonette Velasco-Allones on "Resilient and Agile Workplace" Moderator - PASSXI (Panel Discussion: Transition topic AO;PSDS; Principal;Acct;HR, Budget Officer; LR, PDO, Health, Supply, IT, EPS)	ASEC Edwin Ligot: Digital Transformation to boost Hybrid Productivity and Efficiency	Gabriel Sebastian Lizada : " Positive Mindset amidst a Challenging Workplace"
12:15 -1:00	Lunch	Lunch	
1:00- 3:00	TOPIC: Anti-Corruption Law (OMBUDSMAN) -Atty. Gil Norman Ciudadano	Topic- COA Comm. Roland Pondoc- COA Circular 2022-006/2020-004 with Salient Points on GAM- Helena L. Valdez –	Spirituality & Ethics in the Workplace Fr. Ciano Ubod
3:00-3:15	Health Break	Health Break	Health Break
3:15-5:00	TOPIC: Integrity in the Workplace- Commissioner Atty Karlo Alexei B. Nograles- CSC	Strengthening the Administrative Services of DepEd and the Organization (USEC Ablan)	Closing Program Challenge: ARD
Date of the Activity		Participants of the Activity	Suggested Venue
March 7-9, 2023		Non-Teaching Personnel from the RO, SDOs and Schools	SMX. Lanang, Davao City

**DIGOS CITY DIVISION PERSONNEL
SCHOOLS DIVISION SUPERINTENDENT (SDS)**

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
	Epe, Cristy C.	Schools Division Superintendent	Schools Division Superintendent
1	Castanares, Mark V.	Administrative Officer II (Secretary)	Schools Division Superintendent
2	Cardines, Juvy A.	Administrative Officer II (Secretary)	Schools Division Superintendent
3	Marata, Evangeline B.	Administrative Assistant III (Secretary)	Schools Division Superintendent

ASSISTANT SCHOOLS DIVISION SUPERINTENDENT (ASDS)

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
	Mana-ay Jr., Basilio P.	Assistant Schools Division Superintendent	Assistant Schools Division Superintendent
4	Moral, Claire Marriz N.	Administrative Officer II (Secretary)	Assistant Schools Division Superintendent

LEGAL

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
5	Moral, Catherine N.	Administrative Aide VI (Secretary)	LEGAL

CURRICULUM IMPLEMENTATION DIVISION (CID)

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
6	Daugdaug, Beverly S.	Chief Education Supervisor	CID
7	Mayonila, Adelyn P.	Administrative Aide VI (Secretary)	CID
8	De Mesa, Rofelia T.	Guidance Coordinator II	CID
9	Comaingking, Juvy A.	Librarian II (LR UNIT)	CID
10	Robiños, Myleen C.	Project Development Officer II (LR UNIT)	CID
11	Timon, Elvie E.	Education Program Specialist II (ALS UNIT)	CID
12	Endrina, Tito	EPS	CID
	Gervasio Salinas, Jr.	EPS	Note: TWG- March 6-10, 2023

SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SGOD)

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
13	Oliver, Sollie B.	Chief Education Supervisor	SGOD
14	Ibañez, Marieflor E.	Administrative Aide VI (Secretary)	SGOD
15	Monserate, Reyzen O.	Education Program Specialist II	SGOD
16	Salazar, Maria Leonora P.	Administrative Officer II	SGOD
17	Rebosquillo, Marjun B.	Senior Education Program Specialist	SGOD
18	Uy, Cecile C.	Education Program Specialist II	PRME

BUDGET

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
19	Duran, Ina Abigail A.	Administrative Assistant I	BUDGET

ACCOUNTING

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
20	Arriate, Ruby F.	Administrative Assistant II	ACCOUNTING
21	Calva, Ethel D.	Administrative Assistant II	ACCOUNTING
22	Tabalba, Ethel M.	Administrative Assistant II	ACCOUNTING
23	Pius, Genie	Administrative Assistant II	ACCOUNTING
24	Misal, Noreliza	Accountant	

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
25	Escaner, Gwendolyn Mara L.	Administrative Aide VI (Secretary)	ADMIN

CASH

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
26	Asarak, Sheena A.	Administrative Officer II	CASH
27	Arevalo, De Jean G.	Administrative Aide VI	

HUMAN RESOURCE (HR)

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
28	Llanos, Myhrra Faye C.	Administrative Officer IV	
29	Repollo, Arlen D.	Administrative Assistant III (Receiver)	HUMAN RESOURCE
30	Obenza, Merlyn E.	Administrative Assistant III	HUMAN RESOURCE
31	Devalgue, Mary Ann I.	Administrative Assistant III	HUMAN RESOURCE
32	Nahine, Jona Moilereen M.	Administrative Assistant III	HUMAN RESOURCE
33	Iyog, Sharon Ann S.	Administrative Assistant III	HUMAN RESOURCE
34	Cabardo, Daynie Beth D.	Administrative Assistant III	HUMAN RESOURCE
35	Evarretta, Karyl A.	Administrative Aide VI	HUMAN RESOURCE
36	Clemente, Regie V.	Administrative Aide VI	

RECORDS

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
37	Mabini, Mark Jayson C.	Administrative Aide VI	

SUPPLY

NO.	NAME (Family Name, First Name, MI)	POSITION	OFFICE/SECTION/UNIT
38	Escalona, Heidi B.	Administrative Officer II	SUPPLY
39	Magdadar, Ferdinand	Administrative Officer II	SUPPLY
40	Pagayon, Bernadette V.	Administrative Officer II	SUPPLY
41	Gayud, Rotsen Ray N.	Administrative Assistant III	SUPPLY
42	Amigo, Diana Grace V.	Administrative Assistant III	SUPPLY

DIGOS CITY NATIONAL HIGH SCHOOL			
43	ADANZA, ROGAN G.	MASTER TEACHER II/ MATH DEPT. HEAD	1
44	APEROCCHO, ROSARIO C.	HEAD TEACHER VI/ SS DEPT. HEAD.	2
45	BUERON, ELIZABETHA R.	SCHOOL PRINCIPAL IV	3
46	DELA CRUZ, IRENE	ADMINISTRATIVE ASSISTANT III/ HR	4
47	DIACOSTA, ARVIN B.	ADMINISTRATIVE AIDE III/ ACCTG	5
48	DONATO, IVY ROSE R.	ADMINISTRATIVE OFFICER I/ CASHIER	6
49	ENDAR, JAVE A.	MASTER TEACHER II/ PALAN EXT.	7
50	ENTERO, ROLDAN M.	HEAD TEACHER VI/ FILIPINO DEPT. HEAD	8
51	FABILLAR, REHUEL	MASTER TEACHER III/ OIC MAPEH	9
52	FLORENTINO, ARIEL GELACIO C.	MASTER TEACHER III/ T.L.E. DEPT. HEAD	10
53	FLORES, MARIA BASILIA G.	HEAD TEACHER VI/ ENGLISH DEPT. HEAD	11
54	MONSERATE, LOVELY O.	ADMINISTRATIVE AIDE II/ RECORDS	12
55	MORTALLA, LALAINA D.	MASTER TEACHER II/OIC SCIENCE	13
56	SAYSON, SHEILA C.	ADMINISTRATIVE AIDE II/ CANVASSER	14
57	SOSAS, LIBERTY B.	HEAD TEACHER II/ VALUES DEPT HEAD	15
58	TIZON, ALLAN B.	HEAD TEACHER III/ SAN ROQUE EXT.	16
59	YAMOMO, KRISTEL R.	ADMINISTRATIVE AIDE IV/ACCTG.	17
60	LASIB, CHONA	GUIDANCE COORDINATOR III	18
61	RADEE KING CORPUZ	NURSE	19

NOTE: BUSINESS/CORPORATE ATTIRE

HEAD TEACHERS/SCHOOL HEADS

62	ELECEL ADAM
63	DANN BECAMON
64	JONATHAN ALMACIN
65	ROWELEM ROSIMA
66	CESAR GEVERA
67	NELSON CATINGUB
68	PETER PAUL DEIPARINE
69	JOEL CARTAJENA
70	CELEDONIA ALABADO
71	RENATO CALIPAYAN
72	Nedymar Andrade
73	Tita Heramiz
74	Inda Nacua
75	Rex Sayson
76	Allen Joseph Malahay
77	Raquel Pogoy
78	Rebecca Lorelle Deiparine
79	Jay Paul Cabural
80	Felzev Lloyd Sayson
81	Joy Baulete
82	Jonathan Rellon
83	Julius Castañares
84	Elegio Planas
85	Angelito Villagonzalo
86	Edsel Nacua
87	Jacqueline Jaum
88	Abdul Gapor De Guzman
89	Mario Andales
90	Nelson Lucero
91	Marife Bohol
92	Melacris Campomayor
93	Mylene Samonte
94	Norwenda Hairil
95	Merilyn Salboro
96	Jerwin Granada
97	Al Fernandez
98	Antonia Jumawan
99	Eduardo Paller
100	Juvy Salise
101	Aldin Barsalote, Jr.
102	Raquel Cedeño
103	Rizza Villaluna
104	Eugene Sayson
105	Juvic Sucayre
106	Aimee Amor Porto
107	Rotshen Casilac
108	Marvin Padillo
109	Noba Rubion
110	King Devesfruto

- 1 DCCES
- 2 MARAWER ES
- 3 SOONG ES
- 4 BINATON ES
- 5 RIZAL CES
- 6 DON MARIANO MARCOS ES
- 7 IGPIT ES
- 8 I. ABALAYAN ES
- 9 P. BASALAN ES
- 10 A. MANIAPAO ES
- 11 BALABAG ES
- 12 DAMNAS ES
- 13 DIGOS CIYT CES
- 14 DULANGAN ES
- 15 F. ALFEREZ ES
- 16 MAHAYAHAY ES
- 17 P. BASALAN ES
- 18 RANAO ES
- 19 RUPARAN ES
- 20 J. ALBERCA ES
- 21 BADIANG ES
- 22 APLAYA ES
- 23 COGON ES
- 24 DAWIS ES
- 25 DON MARIANO MARCOS ES
- 26 P. GARCIA ES
- 27 KIBANBAN ES
- 28 RAMON MAGSAYSAY CES
- 29 COLORADO ES
- 30 D. ABAWAG ES
- 31 LUNGAG ES
- 32 R. SAPLALA CES
- 33 C. NONOL ES
- 34 SAN MIGUEL ES
- 35 BAGUMBUHAY ES
- 36 APOLANDIA ES
- 37 G. REUSORA CES
- 38 MATTI ES
- 39 N. ISIDRO ES
- 40 RIZAL CES
- 41 RUPARAN NHS
- 42 IGPIT NHS
- 43 MATTI NHS
- 44 BALABAG NHS
- 45 SHSDC
- 46 SOONG NHS
- 47 DAWIS NHS
- 48 KAPATAGAN NHS
- 49 GOMA NHS

NOTE: BUSINESS/CORPORATE ATTIRE

SCHOOL-BASED NON-TEACHING PERSONNEL

111	Nahine, Hadley	ADMINISTRATIVE OFFICER II (Senior High School)	1	SHS
112	LAPAZ, ZORAYA	REGISTRAR I (Senior High School)		2 SHS
113	BACAMANTE, RAMEL	ADMINISTRATIVE ASSISTANT II (Senior High School)		3 Ruparan SHS
114	ORTIZ, MANNE JAMES	ADMINISTRATIVE ASSISTANT II (Senior High School)		4 Matti SHS
115	CAMINGAWAN, JOHN PAUL	ADMINISTRATIVE ASSISTANT II (Senior High School)		5 Kapatagan SHS
116	GLORIA, NORBELITH	ADMINISTRATIVE ASSISTANT II (Senior High School)		6 IGPIIT NHS
117	ORGE, DIVINA	GUIDANCE COUNSELOR II - 12		7 SHS
118	RANARA, GERALDINE	ADMINISTRATIVE OFFICER II		8 RAMON MAGSAYSAY CES- ORIENTAL DISTRICT
119	YMALAY, ALNIE FE	ADMINISTRATIVE OFFICER II		9 DIGOS CITY CES- OCCIDENTAL DISTRICT
120	LAGUNSAY, DANICA	ADMINISTRATIVE OFFICER II		10 P. BASALAN ES- DIGOS OCCIDENTAL DISTRICT
121	ROSALITA, MARY SOL	ADMINISTRATIVE OFFICER II		11 G. REUSORA CES- MT. APO DISTRICT
122	BETERBO, MARICHU	ADMINISTRATIVE OFFICER II		12 RIZAL CENTRAL CES- MT. APO DISTRICT
123	EVARRETTA, RUBEN	ADMINISTRATIVE OFFICER II		13 R. SAPLALA ES- DIGOS SOUTH DISTRICT
124	Alcala, April Rose A.	Administrative Officer II		14 Elementary as per plantilla
125	Barotoc, Narelhind B.	Administrative Assistant II		15 Elementary as per plantilla
126	Ebol, Danilo Jr. M.	Administrative Assistant III		16 Elementary as per plantilla
127	Rabaya, Bonafe Cathrine B.	Administrative Officer II		17 Elementary as per plantilla
128	Bengil, Jessrael T.	Administrative Officer II		18 Elementary as per plantilla
129	Loyola, Qumran M.	Administrative Officer II		19 Elementary as per plantilla
130	Solon, Helena O.	Administrative Officer II		20 Elementary as per plantilla
131	Loma, Aljun Jay A.	Administrative Officer II		21 Elementary as per plantilla
132	Maravilles, Jose Israel M.	Project Development Officer I		22 SHS as per plantilla
133	Posadas, Julie Ann N.	Project Development Officer I		23 SHS as per plantilla
134	Vallejo, Cherry Lyne B.	Teacher II/ALS Program Specialist II (ALS UNIT)		24 Elementary as per plantilla
135	Baritua Janice			25 Kapatagan SHS
136	Mae Abeguill Enanoria			26 Kapatagan SHS

NOTE: BUSINESS/CORPORATE ATTIRE

NOTE: BUSINESS/CORPORATE ATTIRE

TEACHERS

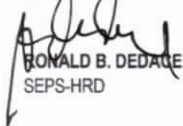
137	NORMA S. BARON	SAN MIGUEL ES
138	MELVIE ESPAÑOL	SHSDC
139	CHRISTIAN GRANADA	G. REUSORA CES
140	AIDA DUROPAN	DCCES
141	LARRAH MAE ASOR	RMCES
142	JOANNALUZ ANDALES	DMMES
143	HILDA P. FABROA	RIZAL CES
144	MAYLENE QUIMQUE	KAPATGAN NHS
145	KIM FERNANDEZ	IGPIT ES
146	MYRELL MOVIDA	R. SAPLALA ES
147	JOSEPHINE LOPEZ	I. ABALAYAN ES
148	JANET CLARO	F. ALFEREZ ES
149	ROSEL A. REMEGIO	A. MANIAPAO ES
150	JASMIN EVE G. BUCOD	COLORADO ES
NOTE: BUSINESS/CORPORATE ATTIRE		

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FUNDING REQUIREMENTS

		REGISTRATION FEE	TOTAL
School-Based NTP	26	6,000.00	156,000.00
DiCNHS	19	6,000.00	114,000.00
HTs and SHs	49	6,000.00	294,000.00
Teachers	14	6,000.00	84,000.00
SDO	42	6,000.00	252,000.00
			-
	150		900,000.00

Prepared by:


RONALD B. DEDAJE
SEPS-HRD

Funds Availability:


NEPTUNE L. TAMBILWAN
AO-V Budget Officer

MALE-BUSINESS/CORPORATE ATTIRE



WOMEN BUSINESS/CORPORATE ATTIRE

