



Republic of the Philippines  
**Department of Education**  
**DIGOS CITY DIVISION**

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**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

**DIVISION MEMORANDUM**

**OSDS-2024- 390**

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN  
JIHAN JANE C. MENDEZ**

Subject : **ATTENDANCE TO QUARTERLY MEETING WITH SDO  
LAWYERS AND LEGAL SECTION IN-CHARGE AND THE  
CONDUCT OF LEGAL ASSISTANCE**

Date : **December 02, 2024**

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This is in relation to Regional Memorandum ORD-2024-113 dated November 18, 2024, re: **Attendance to 4<sup>th</sup> Quarterly Meeting and the conduct of 5<sup>th</sup> Legal Assistance.**

In view thereof, you are hereby directed to attend the **4<sup>th</sup> Quarterly Meeting and the conduct of 5<sup>th</sup> Legal Assistance** on December 16, 2024, at the Division of Island Garden City of Samal.

Travel and other incidental expenses relative to the attendance of the said activity will be charged against local funds, subject to usual accounting and auditing rules and regulations.

For your information and strict compliance.

For and in the absence of the  
Schools Division Superintendent

**MARIA GENEVIEVE T. FRANCISQUETE, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge

DepEd Schools Division of Digos City  
RECORDS SECTION

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**Department of Education**  
DAVAO REGION

DepEd Schools Division of Digos 41960  
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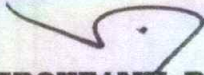
November 18, 2024

REGIONAL MEMORANDUM  
ORD-2024-113

**ATTENDANCE TO QUARTERLY MEETING WITH SDO LAWYERS AND LEGAL SECTION IN-CHARGE AND CONDUCT OF LEGAL ASSISTANCE**

To: Schools Division Superintendents

1. As part of the effort of the Legal Unit in improving prompt and efficient resolution of administrative cases, and in enhancing collaboration among regional and division lawyers/legal officers and legal unit staff, a regular meeting among the aforementioned personnel is deemed important.
2. In view thereof, regional and division lawyers/legal officers, and legal unit staff are directed to join the 4th Quarterly Meeting and the conduct of 5th Legal Assistance on December 16 to 17, 2024, at the Division of Island Garden City of Samal.
3. Meals shall be chargeable to Regional Office funds while traveling expenses and other incidental expenses relative to this activity shall be charged to local funds subject to usual accounting and auditing rules and regulations.
4. For strict compliance.

  
**REBONFAML R. BAGUIO**  
Director III  
Officer-in-Charge  
Office of the Regional Director

Encl.: As stated  
ORD/LU 4/mcc

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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**LIST OF PARTICIPANTS**

Office	Names	Numbers
Regional Office	1. Atty. Lorenza C. Pitulan 2. Atty. Shemelyn D. Gamorot- Bilbao 3. Cecille Maria Sheelah Balbas-Limosnero 4. Joan C. Junia	4
Davao City	1. Atty. Immaculate G. Clark 2. Joanna Paula Cagape	2
Digos City	1. Atty. Clarisse Joy C. Arnaez-Llaban 2. Jihan Jane Cagas Mendez	2
Island Garden City Of Samal	1. Atty. Darwin Z. Pulido	1
Davao Oriental	1. Atty. Jimar C. Balo 2. Rien Sanchez Bautista	2
Davao De Oro	1. Atty. Billy Anjo A. Labradores 2. Angelica G. Celo 3. Vannesa G. Barrete	3
Davao Del Sur	1. Atty. Maruli Ali G. Sanchez 2. Maria Fe G. Bernardino	2
Davao Occidental	1. Atty. Glein Mark L. Bodiongan 2. Krystal Joyce R. Cimafranca	2
Mati City	1. Illuminado D. Boiser	1
Tagum City	1. Atty. Kennerly Albert R. Malinao	1
Panabo City	1. Atty. Annalene A. Dacumos	1
Davao del Norte	1. Atty. Vevirle O. Gallo	1
	<b>Total No. of Participants</b>	<b>22</b>



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