



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025- 004

To : Chiefs, CID & SGOD
Public Schools District Supervisors
Education Program Supervisor – MAPEH
Sports Management Team
Concerned School Heads
Concerned Teachers

Subject : PLANNING CONFERENCE WITH THE WORKING COMMITTEES OF
OF THE 2025 DIGOS CITY ATHLETIC ASSOCIATION MEET

Date : January 2, 2025

In preparation for the smooth conduct of the 2025 Digos City Athletic Association Meet, the chairpersons and co-chairpersons of the working committees are directed to attend a Planning Conference on **January 7, 2025 (9:00 AM) at the Division Office Conference Room.**

Teacher-participants shall adhere to the policy on "No Disruption of Classes" as per DepEd Order No. 9, s. 2005 entitled "Institutionalizing Measures to Increase Engaged Time-on-task and Ensuring Compliance Therewith".

School heads are expected to make necessary arrangements ensuring that classes handled by teachers will be taken care of by other teachers.

Attached is the list of the attendees of the said conference.

Travel expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

For information, guidance, and 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
RELEASED
DATE: JAN 02 2025 TIME: 11:52am
BY: [Signature]

Enclosed: As stated.
SGOD/pjs



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
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ENCLOSURE NO. 1

LIST OF ATTENDEES FOR THE PLANNING CONFERENCE
(Chairpersons and Co-Chairpersons of Different Committees)

NAME	SCHOOL/OFFICE	COMMITTEE
1. Maria Genevieve T. Francisquete	SDO	Execom
2. Sollie B. Oliver	SDO	Execom
3. Peter-Jason Senarillos	SDO	Management Team
4. Eleser D. Mateo	SDO	Management Team
5. Angel Bisaga, Jr.	SDO	Management Team
6. Jay Paul Cabural	Matti ES	Management Team/Ways & Means
7. Eleora Cecilia F. Gundaya	Balabag ES	Management Team/Ways & Means
8. Mark C. Castañares	SDO	Management Team/Ways & Means
9. Atty. Clarisse A. Llaban	SDO	DSAC
10. Norwenda J. Hairil	SDO	DSAC
11. Jasmine Asarak	SDO	Medical
12. Francis Millicent Durano	SDO	Medical
13. Cherrie Anne Bohol	SDO	Secretariat
14. Ruben Evarretta	SDO	Secretariat
15. Leilani Señires	SDO	Documentation
16. Rowena M. Magdayao	SDO	Documentation
17. Ronald B. Dedace	SDO	Food
18. Atty. Rodel Pagayon	SDO	Food
19. Melvin A. Sabio	SDO	Stage/Area
20. John Millan	DiCNHS	Stage/Area
21. Juvic Sucayre	Matti NHS	Security/Safety/ICS
22. Jayzon Cardines	SDO	Security/Safety/ICS
23. Juvy Salise	Aplaya ES	Billeting
24. Edsel Nacua	RMCES	Billeting
25. Heidi Escalona	SDO	Supplies
26. Marcelino Ranollo, Jr.	SDO	Supplies
27. April Rose Alcala	SDO	Anchors
28. Charlon Ypil	Balabag NHS	Anchors
29. Jayson Abellon	Aplaya ES	Production/Parade
30. Shayne Sorongon	DiCNHS	Production/Parade
31. Reyzen O. Monserate	SDO	M & E
32. Cecile Uy	SDO	M & E
33. Johannes Sabio	DiCNHS	Ways & Means
34. Sheena Asarak	SDO	Ways & Means
35. Accountant III	SDO	Ways and Means



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