



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



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025-122

To : Curriculum Implementation Division Chief  
Public Schools District Supervisors  
Selected Teachers

Subject : **INVITATION**

Date : February 7, 2025

In reference to DepEd Order No. 72, s 2016 re: the **Department of Education People's Freedom of Information Manual and Implementing Details**, this Office informs the following teaching personnel to function based on the duties and responsibilities stipulated under their name.

The following teaching personnel will be involved in the production of social media materials such as publication materials, reels, photo story, videos, "quote ko to" for SDO Digos City's Official DepEd Facebook Page along with specific details of their tasks.

Names of DepEd Personnel	Tasks
Leilani T. Señires	Division Information Officer Designate and over-all Quality Assurance In-Charge
Mon Brian Rodriguez	Quality Assurance for Structure, Content, Language
Jay Mark Alocelja	Quality Assurance for Layout
Lee Wilson Precellas	Quality Assurance for Videos and Photos
Ma. Regina Robante Donna Marie Adona Darsyl D. Silayan Maria Christina Alessandra Hingco Brynel Espia Lorelie Casonete Aris Joy Porquiado Cherrie Mae S. Yangke-Marañan Anne Palmero Manapol Lorelei Bayaras Gorgonio	Field Writers <ul style="list-style-type: none"><li>• Craft high quality, engaging content for social media posts, including articles and captions.</li><li>• Conduct interviews to gather information and quotes for social media content.</li><li>• Keeping current with latest social media trends for information dissemination.</li></ul>



**Address:** Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
**Telephone Nos.:** (082) 553-8375; (082) 553-8396



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Lorelei Bayaras Gorgonio  
Stella Gestuveo Recla  
Abegail Ramirez Laranjo-Lao  
Gelyn Mae Hisula  
Larrah Mae Asor  
Vincent Paul Eltagonde

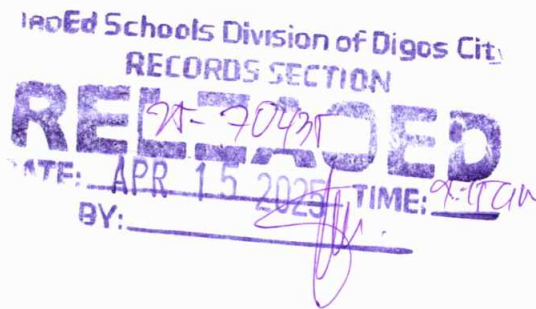
- Keeping current with latest social media trends for information dissemination.

Meals, activity materials, travel, and other incidental expenses shall be charged against local funds, subject to the usual government accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

Enclosed: As stated,  
CID/LR/lts



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