



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025-207

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN**  
*Legal Officer*

**Attention: JIHAN JANE C. MENDEZ**  
*Legal Unit Staff*

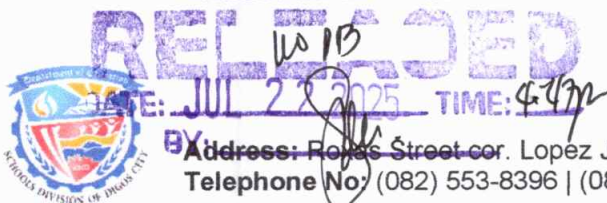
Subject : **MODIFICATION OF PARTICIPANTS AND VENUE RE:  
ATTENDANCE TO QUARTERLY MEETING WITH SDO  
LAWYERS AND LEGAL SECTION IN-CHARGE AND  
CONDUCT OF LEGAL ASSISTANCE**

Date : **July 22, 2025**

1. This is in reference to **Regional Memorandum ORD-2025-074** dated July 15, 2025, re *Attendance to the quarterly meeting with SDO lawyers and legal section in-charge and the conduct of legal assistance*. Participants are hereby informed that the venue of the activity will be at **Malagos Garden Resort, Baguio District, Calinan, Davao City**.
2. In view thereof, you are hereby directed to attend the said activity.
3. Other provisions of the above-cited memorandum remain in effect.
4. 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.
5. For your information and strict compliance.

JepEd Schools Division of Digos City  
RECORDS SECTION

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



Address: ~~Roxas Street~~ cor. Lopez Jaena Street, Zone II, Digos City 8002  
Telephone No. (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375





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



July 15, 2025

REGIONAL MEMORANDUM  
ORD-2025-074

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

To: Schools Division Superintendents

1. In relation to Regional Memorandum No. 059, s. 2025, dated June 24, 2025, participants are hereby informed that the venue of the activity will be at **Malagos Garden Resort, Baguio District, Calinan.**
2. The following personnel are also directed to join the activity:
  - a. Joyce A. Martinez
  - b. Jihan Jane Cagas Mendez
3. All other details in the previous memorandum remain the same.
4. For strict compliance.

**ALLAN G. FARNAZO**  
Director IV

DEPARTMENT OF EDUCATION  
RECORDS SECTION  
**RELEASED**

ORD/LU 4/mcc

VI  
22, 2025



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: region11@deped.gov.ph  
Website: www.depedoxi.ph







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

625/21211

June 24, 2025

REGIONAL MEMORANDUM  
ORD-2025-059

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 Quarterly Meeting and the conduct of 6<sup>th</sup> Legal Assistance to be hosted by the Schools Division of Davao City on July 24-25, 2025 at Davao City. Moreover, the participants for the Legal Caravan will be the School Heads and Public Schools District Supervisors. The venue will be communicated in a separate issuance.
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.

ALLAN G. FARNAZO  
Director IV

DEPARTMENT OF EDUCATION - DAVAO REGION  
RECORDS SECTION  
**RELEASED**

By: *[Signature]*  
Date: June 30, 2025

ORD/LU 4/mcc



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: region11@depd.gov.ph  
Website: www.depedroxi.ph







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 5. Mary Grace C. Cataytay	5
Davao City	1. Atty. Immaculate G. Clark 2. Joanna Paula Cagape 3. Harey Lyka Roseos	3
Digos City	1. Atty. Clarisse Joy C. Arnaez-Llaban	1
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. Angelica G. Celo 2. Vannesa G. Barrete 3. Jomar Dumopoy	2
Davao Del Sur	1. Atty. Maruli Ali G. Sanchez 2. Florentino G. Bernardino III 3. Quennie Albacite Rama	3
Davao Occidental	1. Atty. Glein Mark L. Bodiongan 2. Krystal Joyce R. Cimafranca	2
Mati City	1. Atty. Arnold Costelo	1
Tagum City	1. Atty. Kennerly Albert R. Malinao	1
Panabo City	1. Atty. Annalene A. Dacumos	1
Davao del Norte	1. Atty. Vevirlie O. Gallo	1
	<b>Total No. of Participants</b>	<b>23</b>





Republic of the Philippines  
**Department of Education**  
**REGION XI**  
**SCHOOLS DIVISION OF Digos City**

**Office of the Schools Division Superintendent**

**Division Memorandum**

OSDS-2025-177

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN**  
Attorney III

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

Date : July 2, 2025

This is in reference to the Regional Memorandum ORD-2025-059 dated June 24, 2025, re: Attendance to Quarterly Meeting with SDO Lawyers and Legal Section in-Charge and Conduct of Legal Assistance.


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 offices and legal unit staff, a regular meeting among the aforementioned personnel is deemed important.

In view thereof, you are hereby directed to attend the Quarterly Meeting and the Conduct of 6th Legal Assistance to be hosted by the Schools Division of Davao City on July 24-25, 2025, at Davao City.

Travel and 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 guidance and strict compliance.

For and in the absence of the  
Schools Division Superintendent  
**MELANIE P. ESTACIO, PH. D, CESO VI**

  
**PETER JASON C. SENARILLOS**  
Senior Education Program Specialist  
Officer-in-Charge

Schools Division of Digos City  
RECORDS SECTION

**RELEASED**

DATE: JUL 03 2025 TIME: 8:30 am

BY: 



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002

553-8396/553-8376/553-9170/553-8375 553-8396/553-8376

[www.depedigoscity.org](http://www.depedigoscity.org) [digos.city@deped.gov.ph](mailto:digos.city@deped.gov.ph)



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

625/21/24  
June 24, 2025

REGIONAL MEMORANDUM  
ORD-2025-059

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 Quarterly Meeting and the conduct of 6<sup>th</sup> Legal Assistance to be hosted by the Schools Division of Davao City on July 24-25, 2025 at Davao City. Moreover, the participants for the Legal Caravan will be the School Heads and Public Schools District Supervisors. The venue will be communicated in a separate issuance.
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.

ALLAN G. FARNAZO  
Director IV

DEPARTMENT OF EDUCATION  
RECORDS SECTION  
RELEASED

June 30, 2025

ORD/LU 4/mcc



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-0051  
Email Address: region11@deped.gov.ph  
Website: www.depedroxi.ph





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 5. Mary Grace C. Cataytay	5
Davao City	1. Atty. Immaculate G. Clark 2. Joanna Paula Cagape 3. Harey Lyka Roseos	3
Digos City	1. Atty. Clarisse Joy C. Arnaez-Llaban	1
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. Angelica G. Celo 2. Vannesa G. Barrete 3. Jomar Dumopoy	2
Davao Del Sur	1. Atty. Maruli Ali G. Sanchez 2. Florentino G. Bernardino III 3. Quennie Albacite Rama	3
Davao Occidental	1. Atty. Glein Mark L. Bodiongan 2. Krystal Joyce R. Cimafranca	2
Mati City	1. Atty. Arnold Costelo	1
Tagum City	1. Atty. Kennerly Albert R. Malinao	1
Panabo City	1. Atty. Annalene A. Dacumos	1
Davao del Norte	1. Atty. Vevirlie O. Gallo	1
	<b>Total No. of Participants</b>	<b>23</b>