



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

Office of the Schools Division Superintendent

November 24, 2025

DIVISION MEMORANDUM
SGOD-2025-780

To : Assistant Schools Division Superintendent
Division Chiefs
Public School District Supervisors
Education Program Supervisors
Public School Heads
Public School Teachers
All Others Concerned

Subject: **EMPOWERING COMMUNITIES OF PRACTICE: BUILDING UNITY, SUSTAINABILITY & INNOVATION FOR LEARNING AND ADVANCEMENT & KNOWLEDGE (BUSILAK) OF DIVISION AND DISTRICT LAC COORDINATORS**

1. This is in reference to Regional Memorandum HRDD-2025-284 dated November 13, 2025, signed by Allan G. Farnazo, Director IV, re: **Empowering Communities of Practice: Building Unity, Sustainability & Innovation for Learning Advancement & Knowledge (BUSILAK) of Division and District LAC Coordinators** on November 27-29, 2025, in a venue to be determined

2. List of participants:

Name	District/Office	Position
Ronald B. Dedace	Division LAC Coordinator	PSDS
Gerwin Granada	Digos Occidental District	Principal II
Jay Paul Cabural	Mt. Apo District	Principal I
Julius Castañares	Secondary Schools	Principal I

3. The participants are requested to confirm their attendance via <https://tinyurl.com/BUSILAKRegistration>. The expected time of arrival will be on November 26, 2025. First meal to be served is dinner on Day 0, and the last meal will be afternoon snacks on Day 3, November 29, 2025. Other relevant details are found in the enclosures.

4. The participants are advised to bring their own laptops, chargers, extension cords, and alternative sources of internet connectivity.

5. The board and lodging of participants shall be charged against the Human Resource Development (HRD) Funds while transportation, per diem and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.





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6. The participants are entitled to earn Service Credits when the training falls on Saturdays, Sundays, and Holidays in accordance with DO 53, s. 2003 “Granting of Vacation Service Credits to Teachers”, and the non-teaching personnel is entitled to Compensatory Overtime Credit (COC). Further, teacher-participants shall adhere to Regional Memorandum No. 025, s. 2023, known as Regional Policy Guidelines in the Substitution of Classes and Granting of Service Credits to strengthen time on tasks and minimize disruption of classes.
7. For queries, email hrddneaprol1@gmail.com.
8. Immediate and wide dissemination of this Memorandum is directed.

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Enclosed: As stated.
SGOD/jsa

Schools Division of Digos City

RECORDS SECTION

RECEIVED
DATE: NOV 26 2025
BY: _____



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

November 13, 2025

REGIONAL MEMORANDUM
HRDD-2025-284

EMPOWERING COMMUNITIES OF PRACTICE: BUILDING UNITY, SUSTAINABILITY
& INNOVATION FOR LEARNING ADVANCEMENT & KNOWLEDGE (BUSILAK)
OF DIVISION & DISTRICT LAC COORDINATORS

To: Assistant Regional Director
Schools Division Superintendents

1. This has reference to DepEd Order No. 35, s. 2016 and RM HRDD-2025-221, be informed that the Human Resource Development Division will conduct an innovation training, titled, BUSILAK: Building Unity, Sustainability and Innovation for Learning Advancement and Knowledge of Division and District LAC Coordinators on November 27-29, 2025, in a venue to be determined.
2. The participants are requested to confirm their attendance via <https://tinyurl.com/BUSILAKRegistration>. Their expected time of arrival will be on November 26, 2025. First meal to be served is dinner on Day 0, and the last meal will be afternoon snacks on Day 3, November 29, 2025. List of participants and other details are found in the enclosures.
3. The participants are advised to bring their own laptops, chargers, extension cords, and alternative sources of internet connectivity (pocket wifi, mobile data, etc.)
4. The board and lodging of the participants shall be charged against the Human Resource Development (HRD) Funds while transportation, per diem, and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. The participants are entitled to earn Service Credits when the training falls on Saturdays, Sundays, and Holidays in accordance with DO 53, s. 2003 "Granting of Vacation Service Credits to Teachers", and the non-teaching personnel is entitled to Compensatory Overtime Credit (COC). Further, teacher-participants shall adhere to Regional Memorandum No. 025, s. 2023, known as Regional Policy Guidelines in the Substitution of Classes and Granting of Service Credits to strengthen time on tasks and minimize disruption of classes.
6. For queries, email hrddneaprol1@gmail.com.
7. Immediate dissemination of this Memorandum is desired.

RECEIVED
RECORDS SECTION
RELEASED

ALLAN G. FARNAZO
Director

Encl.: As stated
ROH/lrc



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

BUSILAK:

Building Unity, Sustainability and Innovation for Learning Advancement and Knowledge of Division and District LAC Coordinators

LIST OF PARTICIPANTS

DAVAO CITY DIVISION			
	NAMES	DISTRICT/OFFICE	POSITION
1.	JASMINE G. CAMILOTES	DIVISION LAC COORDINATOR	SEPS-HRD
2.	CHERRY U. LEDESMA	DAVAO CENTRAL	PRINCIPAL IV
3.	DONNA A. SOLLANO	TUGBOK EAST DISTRICT	PRINCIPAL III
4.	JANICE M. ILAGUISON	BUNAWAN DISTRICT	PRINCIPAL II
5.	MICHELLE M. PALMERA	TIBUNGCO DISTRICT	PRINCIPAL I
6.	MARY GERMAINE V. ALBERTO	BUHANGIN WEST DISTRICT	PRINCIPAL II
7.	AUBREY CRISTIAN J. DURA	MARILOG CENTRAL DISTRICT	PRINCIPAL II
8.	ARVIN P. VENTIC	CLUSTER 15	PRINCIPAL II
9.	JOANA MAE L. ROJAS	CLUSTER 2	PRINCIPAL I
10.	MARITES B. CHAN	CLUSTER 1	PRINCIPAL II
TAGUM CITY DIVISION			
11.	EDUARD MARK A. BAUTISTA	DIVISION LAC FOCAL	SEPS-HRD
12.	GERALDINE B. CANLAS	DISTRICT COORDINATORS	PSDS
13.	NILA L. DIGAL		PSDS
14.	DANIEL S. TABABA		PSDS
15.	MARIA ELENA C. FERIDO		PSDS
PANABO CITY			
16.	MARIA NENITA G. TUAZON	DIVISION LAC COORDINATOR	PSDS
17.	HONEY LYN P. VALENTOS	MANAY NHS	MT II
18.	IAN REGGY B. PARING	PANABO CITY NHS	MT II
19.	GLORIMIE EGOY OCON	SLAC COORDINATOR, A.O. FLOIRENDO NHS	MT I
20.	MARICEL M. DAIGDIGAN	SLAC COORDINATOR, SOUTHERN DAVAO ES	T I
DAVAO DE ORO			
21.	EMMANUEL B. CLARION	DIVISION LAC COORDINATOR	EPS-CID
22.	BELLA JOSIE T. LIMBAGA	BANAGBANAG ES MONTEVISTA DISTRICT	MT I
23.	MARY ROSE DERANO	TAGDANGUA ES PANTUKAN NORTH	MT I
24.	MERICRISCAR CAPITAN	NEW BATAAN NHS NEW BATAAN DISTRICT	MT I



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25.	VIVIAN N. ZAFRA	LAAC CENTRAL SNED CENTER LAAC SOUTH DISTRICT	MT I
26.	ELAINE D. PONCE	AOSRNHS MACO NORTH DISTRICT	MT I
27.	ROXAN S. AMARANTO	TUPAS ES, MARAGUSAN EAST DISTRICT	MT I
28.	IGLEE M. OPISAN	SAN ANTONIO ES	MT II
DAVAO DEL NORTE			
29.	JUNE ANGELO A. MERCADO	DIVISION LAC COORDINATOR	EPS II
30.	MARLON G. EBRADO	DISTRICT COORDINATORS	PSDS
31.	ERNIE L. CAAS		PSDS
32.	BERNARDO F. BOYLES		PSDS
33.	ANA N. REDANIEL		PSDS
34.	DOMINIC M. DIZON		PSDS
35.	RONNIE PUBLICO		PSDS
36.	NOLI T. FELIPE		PSDS
MATI CITY			
37.	GINA G. SILVESTRE, PHD	DIVISION LAC COORDINATOR	EPS-CID
38.	SOL C. MARCIAL	MATI CENTRAL DISTRICT	PRINCIPAL I
39.	LADY LYN S. LINTUAN	MATI NORTH DISTRICT	PRINCIPAL I
40.	IRISH T. SAYSON	MATI NORTH DISTRICT	PRINCIPAL II
41.	MODEM O. DEMUA	MATI SOUTH DISTRICT	PRINCIPAL I
IGACOS			
42.	EVANGELINE C. BONGCAC	DIVISION LAC COORDINATOR	SEPS
43.	ELIZABETH LACORTE	BABAK DISTRICT	PRINCIPAL IV
44.	IVY C. PACANA	SAMAL DISTRICT	PRINCIPAL II
45.	EDILBERTO C. LAPAYA, JR.	KAPUTIAN DISTRICT	PRINCIPAL II
46.	JOAN M. BENOYA	TALICUD DISTRICT	PRINCIPAL II
DAVAO ORIENTAL			
47.	MARY GRACE Y. MERCADO	DIVISION LAC COORDINATOR	SEPS SGOD
48.	MANUEL P. VALLEJO	BAGANGA SOUTH DISTRICT	PSDS
49.	ERIC M. EVARDONE	GOV. GEN. NORTH DISTRICT	PRINCIPAL I
50.	JULIETA L. SUMALINOG	LUPON WEST DISTRICT	PSDS
51.	AR JAY NIÑO M. BAUTISTA	MANAY NORTH	PSDS
52.	VANESSA T. DUOT	BANAYBANAY DISTRICT	PSDS
53.	JOSEPHINE G. LASTRADO	CATEEL 1 DISTRICT	PSDS



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DAVAO OCCIDENTAL			
54.	IRINE C. MAHINAY	DIVISION LAC COORDINATOR	EPS
55.	JOVELIE C. BRANZUELA	SARANGANI DISTRICT	PRINCIPAL I
56.	JEFFREY CHARL D. LIGAN	JAS 2 DISTRICT	PRINCIPAL I
57.	PRECY N. NEW	DON MARCELINO DISTRICT	PRINCIPAL I
58.	GUILLERMO NAVAREZ JR.	MALITA SOUTH DISTRICT	HEAD TEACHER I
59.	ARGIE M. ABREGANA	MALITA EAST DISTRICT	HEAD TEACHER I
60.	LESTER GENE V. AREVALO	MALITA WEST DISTRICT	PRINCIPAL I
61.	RAVEN FRITZIE CERNAL	STA MARIA EAST DISTRICT	HEAD TEACHER I
DIGOS CITY DIVISION			
62.	RONALD B. DEDACE	DIVISION LAC COORDINATOR	PSDS
63.	JERWIN GRANADA	DIGOS OCCIDENTAL DISTRICT	PRINCIPAL II
64.	RONALD B. DEDACE	DIGOS SOUTH DISTRICT	PSDS
65.	JAY PAUL CABURAL	MT. APO DISTRICT	PRINCIPAL I
66.	JULIUS CASTANARES	SECONDARY SCHOOLS	PRINCIPAL I
DAVAO DEL SUR DIVISION			
67.	LEONORA LIZA DACILLO	DIVISION LAC COORDINATOR	EPS
68.	JIMMY REY O. CABARDO	BANSALAN EAST DISTRICT	PRINCIPAL I
69.	SHARYLL MAE A. ALBOÑA	MAGSAYSAY NORTH	PRINCIPAL I
70.	MICHAEL M. HERAMIZ	MALALAG	PRINCIPAL I
71.	ELENE MARIE A. GAMBOA	MATANAO I	PRINCIPAL III
72.	MERCY FE M. MOPAL	PADADA	PRINCIPAL III
73.	CARLITO D. RAMOS	STA CRUZ SOUTH	PRINCIPAL I

OFFICE	NO. OF PARTICPANTS
Learning Facilitators/Resource Facilitators	5
Regional PMT	5

MEAL SCHEDULE				
Meals	Nov. 26, 2025 Day 0	Nov. 27, 2025 Day 1	Nov. 28, 2025 Day 2	Nov. 29, 2025 Day 3
Breakfast		✓	✓	✓
AM Snacks		✓	✓	✓
Lunch		✓	✓	✓
PM Snacks		✓	✓	✓
Dinner	✓	✓	✓	



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

