



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2026-048

To :

Assistant Schools Division Superintendent  
CID Chief  
Public Schools District Supervisors  
Education Program Supervisors  
Public School Heads  
Public School Teachers

Subject : **TECHNICAL WORKING GROUP (TWG) SUPPORT FOR THE REGIONAL MANCOM AND GIFT-GIVING ACTIVITY AT APOLANDIA ELEMENTARY SCHOOL**

Date : March 4, 2026

In preparation for the conduct of the **Regional Management Committee (MANCOM) Meeting and Gift-Giving Activity** scheduled on **March 8–9, 2026** at **Apolandia Elementary School, Kapatagan, Digos City**, an **ocular inspection** of the venue shall be conducted on **March 3, 2026** to ensure readiness and proper coordination.

Relative to this, the personnel listed in the attached document are designated as members of the **Technical Working Group (TWG)** responsible for the following:

- Hall preparation
- Venue restoration
- Food committee and related logistical support

<i>Name</i>	<i>Position/ School</i>
1. Ida I. Juezan	PSDS
2. Eleser D. Mateo	PSDS
3. Ronald B. Dedace	PSDS
4. Elizabeth F. Quiñones	EPS
5. Lloyd Cervantes	HT-I
6. Iname Romitman	MT-II
7. Denise Imari Casilac	T-VI
8. Elsie Valleser	T-III
9. Hazel Anne Cahiles	T-III
10. Gina B. Pausal	T-III

Teachers involved in this activity are directed to adopt **blended learning modalities** for their respective classes by providing advance learning materials such as modules,



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reading materials, worksheets, drill activities, and other appropriate instructional resources to ensure the continuity of learning.

The Public Schools District Supervisors (PSDSs) and School Heads are likewise instructed to make the necessary arrangements to ensure that classes are properly managed and that no disruption to instruction occurs, in line with DepEd Order No. 9, s. 2005, *“Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.”*

The support staff listed below, together with the Apolandia Elementary School team, shall assist in the preparation of the venue and token at Apolandia ES on **March 8, 2026 (Sunday)** starting at **8:00 AM**:

<i>Name</i>	<i>Position/ School</i>
1. Chindy Bagando	AO II, G. Reusora CES
2. Janice C. Baritua	AO II, Rizal CES
3. Jay-ar S. Iglesias	AO II, Necencio ES
4. Aljun Jay A. Loma	AO II, Marawer ES
5. Narelhind B. Lacid	AO II, Soong ES

The following personnel are designated as members of the **documentation team** who will cover the activity on **March 9, 2026**:

<i>Name</i>	<i>School</i>
Darsyl May D. Silayan	Kapatagan NHS
Marlou G. Samontina	Kapatagan NHS

Participants may be granted **Service Credits** or **Compensatory Time-Off** in accordance with **DepEd Order No. 53, s. 2003**, particularly if services are rendered during weekends subject to existing rules and regulations.

For information, guidance, and compliance.

For and in the absence of  
 Schools Division Superintendent

*Sollie B. Oliver, JD, MATE*  
**SOLLIE B. OLIVER, JD, MATE**  
 Chief ES, SGOD  
 Officer-In-Charge

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