



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

Office of the Schools Division Superintendent

July 28, 2026

DIVISION MEMORANDUM

SGOD-2026 - *MB*

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

Subject: **ATTENDANCE IN THE CONDUCT OF THE ROAD TO RETIREMENT
BLISS: ANTICIPATING YOUR NEXT CHAPTER**

1. Under Republic Act No. 8291, the optional retirement age for government employees is 60 years old, while the mandatory retirement age is 65 years old. In line with this, the School Governance and Operations Division, through the Human Resource Development Unit and in coordination with the Human Resource Personnel, will conduct an orientation and provide technical assistance to DepEd employees who are due for retirement. This initiative aims to ensure smooth and efficient processing of retirement applications. The activity will be held on **September 9, 2026, at Megan's Functional Hall, Corner Lim Bataan, Digos City.**
2. Retirement is the withdrawal from active service or employment, either fully or through reduced workload. It typically occurs upon reaching a certain age, eligibility for pension benefits, or when health conditions or legal provisions necessitate separation from service.
3. The food and venue expenses shall be charged to Division funds while travelling expenses shall be charged to School/Division MOOE, subject to usual accounting rules and regulations.
4. Attached are the List of Participants, Training Management, and the Indicative Program of Activities for ready references.
5. Immediate dissemination of and compliance with this Memorandum are directed.

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

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
DATE: *03 AUG 2026* TIME: *1:27 PM*

Enclosed: As stated.
SGOD/jsa



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



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Department of Education
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List of Participants

	Name	Date of Birth	School / Office
1	Genebraldo, Ann Gascon	01/04/1966	Isaac Abalayan ES
2	Oliver, Sollie Bernandino	01/29/1966	SGOD
3	Labial, Dominga Quitayo	01/30/1966	Digos City CES
4	Itang, Alfonso Giaco	02/06/1966	Colorado ES
5	Villegas, Lilian Cagape	02/09/1966	Isaac Abalayan ES
6	Montelibano, Maria Corazon Averilla	03/04/1966	Digos City CES
7	Encarnacion, Vienna Shiela Jemafe Miral	03/16/1966	Digos City NHS (Davao Del Sur NHS)
8	Miralles, Adelina Saquido	04/08/1966	San Miguel ES
9	Almacin, Ordaliza Bayking	04/27/1966	Gaudioso Reusora CES
10	Abe, Letecia Yangga	06/16/1966	Igpit ES
11	Bisnar, Salome Javier	06/29/1966	Remedios N. Saplala ES (Matti ES)
12	Porras, Teofila Aguhob	07/02/1966	Aplaya ES
13	Marata, Jocelyn Gabin	07/05/1966	Pedro Basalan ES
14	Pius, Carlito Barbadillo	07/27/1966	Digos City NHS (Davao Del Sur NHS)
15	Tudtud, Avelino Denaque	09/04/1966	Rizal CES
16	Dalumpines, Myrna Ugay	10/15/1966	Gaudioso Reusora CES
17	Deiparine, Lyndon Vasquez	10/25/1966	Don Mariano Marcos ES
18	Espacio, Dominador Orcolio	11/04/1966	OSDS
19	Daugdaug, Beverly Sagabaen	11/11/1966	CID
20	Ibañez, Mariflor Espinosa	11/24/1966	Matti ES
21	Domingo, Jenilyn Quiboyen	12/01/1966	Digos City CES
22	Sumampong, Elvie Fernandez	12/04/1966	Remedios N. Saplala ES (Matti ES)
23	Recla, Stella Marie Gestuveo	12/19/1966	Remedios N. Saplala ES (Matti ES)
24	Poncardas, Virgilio Fuentes	12/23/1966	Digos City NHS (Davao Del Sur NHS)
25	Melanie P. Estacio – SDS		
26	Maria Genevieve T. Francisquete – ASDS		
27	Janice S. Alquizar – EPS II		
28	Reyzen O. Monserate – SEPS		
29	FRANCIS JUDE D. ALCOMENDRAS – AO V		
30	Guy R. Mara-asin – AO II		
31	GSIS (Edwin S. Alconera)		
32	Invited Retired Employee (Dee D. Silva)		



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33	Office of the Senior Citizen (Atty. Ray Andres)		
34	Nurse on Duty		

The Road to Retirement Bliss: Anticipating Your Next Chapter
September 9, 2026



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The Road to Retirement Bliss: Anticipating Your Next Chapter
September 9, 2026

Megan’s Functional Hall, Corner Lim Bataan, Digos City.

Indicative Program of Activities

TIME	PARTICULARS	PERSON RESPONSIBLE
8:00-8:45AM	Philippine National Anthem	HRD (AVP)
	Opening Prayer	
	Regional Hymn	
	Digos City Hymn	
	Digos City Division Hymn	
	Roll Call of Participants	
	Activity Evaluation	Janice S. Alquizar HRD EPS-II
	Welcome Remarks	Reyzen O. Monserate SMM&E SEPS
	Rationale	Maria Genevieve T. Francisquete CESO VI ASDS
	Message	Sollie B. Oliver, JD, MATE Chief ES-SGOD
		Melanie P. Estacio, PhD, CESO V SDS
8:45-9:45AM	The Life after Retirement	Dee D. Silva, Retired SDS
9:45-10:00AM	Health Break	
10:00-11:00	Orientation on the Processes/Flow for Retirement - School Clearance - District Clearance - Division Clearance - LGU Clearance - Ombudsman Clearance Open Forum	Francis Jude D. Alcomendras Administrative Officer-V
11:00-12:00	Senior Citizen Expanded Act	Atty. Ray C. Andres Office of the Senior Citizen Affairs
12:00-1:00	Lunch Break	
1:00-1:10	Checking of Attendance	HRD Specialist
1:10-1:15	Zumba Dance	HRD Specialist
1:15-4:00	GSIS Retirement Benefits GSIS Question Hour	Edwin S. Alconera GSIS Representative
4:00-4:30	Open Forum	GSIS Representatives
4:30-5:00	Closing Program	HRD Specialist





THE ROAD TO RETIREMENT BLISS:

Anticipating Your Next Chapter



September 9, 2026



Megan's Functional Hall
Corner Lim Bataan, Digos City



INDICATIVE PROGRAM OF ACTIVITIES

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