



23-10523

Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2023-0133


To: Eduard C. Amoguis, Ed D – Chief Education Program Supervisor -CID
Education Program Supervisors
Public Schools District Supervisors
School Heads

Subject: **FINAL PREPARATION OF THE KITCHEN PERSONNEL DURING THE
DIVISION MEET 2023**

Date: March 1, 2023

1. In line with the upcoming Division Meet on March 10-12, 2023, the Division of Davao del Norte will be conducting a final preparation of the kitchen utensils to be used during the event and the designated kitchen area at Davao del Norte Sports and Tourism Complex compound with all the members of the kitchen personnel on March 9, 2023.
2. The list of personnel is attached in Enclosure 1 of this memorandum. Attendance of all concerned is enjoined.
3. In addition, during the Division Meet proper on March 10-12, 2023 the teaching and non-teaching personnel in-charge of the kitchen shall be given service credit and Compensatory Overtime Credit as per DepEd Order No. 53, S. 2003 and CSC and DBM Joint Circular No. 2, S. 2004 respectively.
4. Transportation and other incidental expenses of the participants shall be charged against local funds subject to the existing accounting and auditing rules and regulations.
5. Everyone is highly encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by this office.
6. Health protocols shall be always observed.
7. Immediate dissemination of this Memorandum to all concerned is desired.

For the Schools Division Superintendent:


REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent

Enclosed: As stated.
CID/ema

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Enclosure 1: **LIST OF KITCHEN PERSONNEL DURING THE DIVISION MEET 2023**

Name	Office/School	District
1. Ernie M. Aguan	CID	Division Office
2. Gloria B. Subong	CID	Division Office
3. Divina P. Dela Cueva	CID	Division Office
4. Vivien Alerta	Luna ES	Kapalong West
5. April Dan S. Borromeo	Gupitan IS	Langilan
6. Olivia A. Rosete	Pinta Sabarat ES	Carmen
7. Marites Tocmo	El Salvador ES	New Corella
8. Elda Dela Cruz	Tubod NHS	Carmen
9. Elizabeth Ledesma	Sto. Nino ES	Carmen
10. Dinah Salazar	Maniki CESSC	Kapalong East
11. Mary Joy Martinez	Tulalian ES	Sto. Tomas West
12. Andres Modoc	Sampao IS	Kapalong West
13. Efren Jabines	Sambayon ES	Kapalong East
14. Roland Abao	Balulon ES	Langilan
15. Reynaldo Glodove	Dibabawon I ES	Langilan
16. Rhaciel Pablo	Nasinabong ES	Langilan
17. Ruben Montesclaros	New Katipunan ES	Sto. Tomas West
18. Dianne O. Catubigan	Maguitalunan IS	Sto. Tomas West
19. Kenny Rose Alabado	Tulalian ES	Sto. Tomas West
20. April Joy Panague	Kimamon NHS	Sto. Tomas East

Additional Kitchen Personnel (Non-DepEd Personnel):

Chief Cook	Mitchie Burgos
Assistant Chief Cook	Christopher Baniqued
Washers (Male)	1. Jomel Alcober
	2. Rolly Nasser
Washers (Female)	1. Lorlyjean Lismis
	2. Juliet Calderon

Prepared by:


ERNIE M. AGUAN, Ed D
Education Program Supervisor

GLORIA B. SUBONG
Education Program Supervisor



Approved:


REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent

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