



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

Office of the Schools Division Superintendent

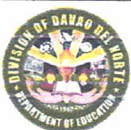
DIVISION MEMORANDUM
SGOD-2023-0169

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Education Program Supervisors, CID
Education Program Supervisor, SGOD
Public Schools District Supervisors
Section and Unit Heads
All Other Concerned Division Office Personnel

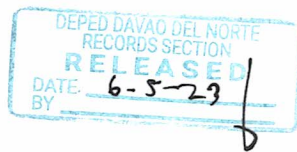
Subject: **CONDUCT OF TRAINING WORKSHOP ON THE DEVELOPMENT OF THE 2023 OPCRf CUM REVIEW OF THE FIRST SEMESTER OFFICE PERFORMANCE**

Date: June 05, 2023

1. The Schools Division Office of Davao del Norte will conduct the **Training Workshop on the Development of the 2023 OPCRf cum Review of the First Semester Office Performance** this coming June 15-16, 2023. Venue of the said activity shall be announced on a separate issuance pending the procurement process.
2. The objectives of this activity are:
 - a. conduct training workshop on the OPCRf/IPCRf development;
 - b. review the first semester performance to make necessary adjustments in the plan;
 - c. identify the performance gaps and significant incidence in the implementation of the Individual Performance Commitment; and
 - d. provide technical assistance on the alignment of the IPCRF/OPCRf to the new compendium.
3. Herewith is the Official List of Participants to the said activity.
4. Participants shall bring with them their approved Performance Monitoring and Coaching Form (PMCF) and Monthly Performance Output Report (MPOR) from January 2023 – May 2023 which shall be enclosed in a color-coded folder per functional division (CID – Yellow, SGOD – Green, and OSDS – Red).
5. To ensure continuity of service, all heads of functional divisions, units, and sections shall make necessary arrangements to avoid non-disruption of services.

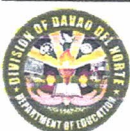


6. Travel and other incidental expenses incurred shall be chargeable against Division Maintenance and Other Operating Expenses (MOOE) Fund subject to the usual accounting and auditing rules and regulations.
7. This office reiterates the strict observance of the IATF health protocols such as social distancing and wearing of face masks and face shield.
8. In adherence to all policies, everyone is encouraged to continuously support and value equality and diversity (Equal Opportunity Principle) within the Department.
9. Immediate dissemination of and compliance with this memorandum is desired.




REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent 

Enclosed: As stated
SGOD/ncj



OFFICIAL PARTICIPANTS

PROGRAM MANAGEMENT TEAM

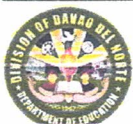
- | | |
|---------------------------|---|
| 1. Reynaldo B Mellorida | Schools Division Superintendent |
| 2. Rebecca C. Sagot | Assistant Schools Division Superintendent |
| 3. Ramel M. Pilo | Chief, SGOD |
| 4. Gay P. Taguiran | SEPS HRD, Program Manager |
| 5. June Angelo A. Mercado | EPS II HRD, Facilitator |
| 6. Arnel F. Labasan | Monitoring and Evaluation In – Charge |
| 7. Danilo Q. Lumayno | Monitoring and Evaluation In – Charge |
| 8. Paul C. Arsolon | Technical Support |

RESOURCE PERSONS

1. Reynaldo B. Mellorida
2. Rebecca C. Sagot
3. Ramel M. Pilo
4. Eduard C. Amoguis

TRAINING PARTICIPANTS

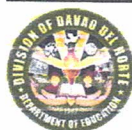
	NAME	POSITION	GENDER	ASSIGNMENT
1	MELLORIDA, REYNALDO BAUTISTA	SCHOOLS DIVISION SUPERINTENDENT	MALE	OSDS/DIVISION OFFICE
2	SAGOT, REBECCA CASAS	ASSISTANT SCHOOLS DIVISION SUPERINTENDENT	FEMALE	OSDS/DIVISION OFFICE
3	AMOGUIS, EDUARD CAFE	CHIEF EDUCATION SUPERVISOR	MALE	CID/DIVISION OFFICE
4	ALVAREZ, LOURDES ROSALES	EDUCATION PROGRAM SUPERVISOR	FEMALE	CID/ALS/DIVISION OFFICE
5	SUBONG, GLORIA BARRO	EDUCATION PROGRAM SUPERVISOR	FEMALE	CID/DIVISION OFFICE
6	MOQUIA, LIEZL JOSOL	EDUCATION PROGRAM SUPERVISOR	FEMALE	CID/DIVISION OFFICE
7	LABASAN, EVELYN GRACE HERCEDA	EDUCATION PROGRAM SUPERVISOR	FEMALE	CID/DIVISION OFFICE
8	GUILARAN, ALLEN TABAS	EDUCATION PROGRAM SUPERVISOR	FEMALE	CID/DIVISION OFFICE
9	AGUAN, ERNIE MANZON	EDUCATION PROGRAM SUPERVISOR	MALE	CID/DIVISION OFFICE
10	DACLAN, GRACE SANTA TAMPUS	EDUCATION PROGRAM SUPERVISOR	FEMALE	CID/DIVISION OFFICE
11	JALA, MEDOS OBATAY	EDUCATION PROGRAM SUPERVISOR	MALE	CID/DIVISION OFFICE
12	DELOY, EXELSIS DEO ASTILLO	EDUCATION PROGRAM SUPERVISOR	MALE	CID/DIVISION OFFICE
13	INDIE, ERIC PASCUAL	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/ASUNCION DISTRICT
14	DE FELIPE, NOLI TEJANO	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/CARMEN DISTRICT
15	EBRADO, MARLON GUERRA	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/KAPALONG EAST DISTRICT
16	FERNANDEZ, JANICE ADE	PUBLIC SCHOOLS DISTRICT SUPERVISOR	FEMALE	CID/KAPALONG WEST DISTRICT



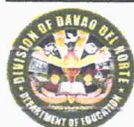
17	PUBLICO, RONNIE AVELLANO	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/LANGILAN DISTRICT
18	MANARAN, EDGAR LIZARAN	EDUCATION PROGRAM SUPERVISOR	MALE	CID/LRMS/DIVISION OFFICE
19	BOYLES, BERNARDO FLORO	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/NEW CORELLA DISTRICT
20	REDANIEL, ANA NATIVIDAD	PUBLIC SCHOOLS DISTRICT SUPERVISOR	FEMALE	CID/SAN ISIDRO DISTRICT
21	DELA CUEVA, DIVINA PEREZ	PUBLIC SCHOOLS DISTRICT SUPERVISOR	FEMALE	CID/STO. TOMAS EAST DISTRICT
22	TIMBAL, CLEMENTE ESTANDARTE	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/STO. TOMAS WEST DISTRICT
23	DIZON, DOMINIC MAYAKI	PUBLIC SCHOOLS DISTRICT SUPERVISOR	MALE	CID/TALAINGOD DISTRICT
24	CADIENTE, JOCELYN CASPILO	SP III/OIC-PSDS	FEMALE	DUJALI DISTRICT
25	PILO, RAMEL MATAO	CHIEF EDUCATION SUPERVISOR	MALE	SGOD
26	GONZALES, CRISTOPHER BAYON	EDUCATION PROGRAM	MALE	SGOD
1	QUESADA, MARIA LOURDES	ACCOUNTANT III	FEMALE	OSDS/FINANCE
2	PINO, BEBELITA LABAJA	ADMINISTRATIVE AIDE I	FEMALE	OSDS/ADMINISTRATIVE
3	CARCALLAS, MA. JULIET NABATAR	ADMINISTRATIVE AIDE I	FEMALE	OSDS/SUPPLY
4	SALVA, ARTURO LUCARIZA	ADMINISTRATIVE AIDE I	MALE	OSDS/ADMINISTRATIVE
5	MASCARIÑAS, REY BUGAOISAN	ADMINISTRATIVE AIDE I	MALE	OSDS/ADMINISTRATIVE
6	GAUM, PETER BARGASO	ADMINISTRATIVE AIDE I	MALE	OSDS/ADMINISTRATIVE
7	GARCIA, NERIO MARTINEZ	ADMINISTRATIVE AIDE I	MALE	OSDS/ADMINISTRATIVE
8	CACCAM, ROY GERRY JAPIN	ADMINISTRATIVE AIDE I	MALE	OSDS/SUPPLY
9	ROSAL, MECCA DIANE CASTILLO	ADMINISTRATIVE AIDE VI	FEMALE	OSDS/ASDS
10	MAYNUCAS, FRANKLIN NUÑEZ	ADMINISTRATIVE AIDE VI	MALE	OSDS/ICT
11	CADUSALE, GUILLERMO JR. LAZARAGA	ADMINISTRATIVE AIDE VI	MALE	OSDS/SDS
12	APRESA, CLIDE LESTER	ADMINISTRATIVE AIDE VI	MALE	OSDS/SDS
13	TIJOL, IVY JOY WONG	ADMINISTRATIVE ASSISTANT II	FEMALE	OSDS/BUDGET
14	ARCILLA, MARJORIE ALISOSO	ADMINISTRATIVE ASSISTANT II	FEMALE	OSDS/FINANCE
15	GALLEGA, RIZZA GRACE LLANTO	ADMINISTRATIVE ASSISTANT II	FEMALE	OSDS/FINANCE
16	BONITA, MIAH TRIZZA MABASO	ADMINISTRATIVE ASSISTANT II	FEMALE	OSDS/FINANCE
17	DOROTAN, JOUANNY	ADMINISTRATIVE ASSISTANT II	MALE	OSDS/FINANCE
18	GOZON, MARVIN LUCERO	ADMINISTRATIVE ASSISTANT II	MALE	OSDS/RECORDS
19	MIRAS, HERBERT JOHN	ADMINISTRATIVE ASSISTANT II	MALE	OSDS/SUPPLY
20	GABERO, JAN NUEZ	ADMINISTRATIVE ASSISTANT II	MALE	SGOD
21	SERNICULA, SUZETH RANARIO	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/BUDGET
22	HIVERTAS, MERCY CAROL TABIN	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/CASH
23	MARAVILLOSA, ROWENA ROJAS	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/CASH



24	LINTUAN, JOSIE DOFREDO	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/FINANCE
25	LABASANO, ICY FABULAR	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/FINANCE
26	MOLIT , FE CASTOR	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/FINANCE
27	ALMOMENTO, SHERIAN	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/HRMO
28	MENDOZA, NILA DIAZ	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/HRMO
29	PALIMA, RIZALYN IBAÑEZ	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/HRMO
30	NECESARIO, RICA LAY VERONICA	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/HRMO
31	FLORES, SHEILA MARIE BOCTOT	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/PSU
32	NACIS, JOSEPHINE NORBERTE	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/RECORDS
33	GONZAGA, APRIL JULIE MAE	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/SDS
34	BESONIA, JUDY MAE BRANZUELA	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/SUPPLY
35	ADLAON, ANN MERCY OCOT	ADMINISTRATIVE ASSISTANT III	FEMALE	OSDS/SUPPLY
36	EDHAO, MICHELLE LAGUDAS	ADMINISTRATIVE ASSISTANT III	FEMALE	SGOD
37	ANG, DAVE MARK CADIONGAN	ADMINISTRATIVE ASSISTANT III	MALE	OSDS/ASDS
38	SUMAJOY, ALBERTO JR. ANCHETA	ADMINISTRATIVE ASSISTANT III	MALE	OSDS/HRMO
39	CAFE, HARLEY FARRAH DE LOS REYES	ADMINISTRATIVE OFFICER II	FEMALE	CID/DIVISION OFFICE
40	ESCODERO, NIKKI CASTOR	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/ADMINISTRATIVE
41	SUMATRA, CRYSTAL FAYE	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/ADMINISTRATIVE
42	GAQUIT, PRECIOUS MAE CUTIN	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/BUDGET
43	OPIANA, SARAH FAITH MAJESTAD	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/CASH
44	BANZON, MARY GRACE SEGUI	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/FINANCE
45	CABRERA, MARY JANE DINGAL	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/FINANCE
46	SAGARAL, LYNDEE MONTECALVO	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/FINANCE
47	FERNANDEZ, AMIE GRACE	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/FINANCE
48	ANAYO, STEPHANIE GRACE	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/FINANCE
49	ARENA, QUEEN CLAIRE CODERA	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/FINANCE
50	BORBON, JOANNA MARI CARCALLAS	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/HRMO
51	ENRICO, ELMA BOYOC	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/HRMO
52	QUESADA, MARSEILLE MONTEJO	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/HRMO
53	HANGAD, FLOURIMAE ABCEDE	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/HRMO
54	SUMAYANG, KRISTINE MARIE	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/HRMO
55	BAJADE, MARY GRACE BARRO	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/HRMO



56	DORIA, JENNY ARROSAS	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/PSU
57	JAMANDRE, JIEZL LOUISE	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/PSU
58	INCOG, JEAN CLODETTE BABA	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/PSU
59	BERJA, ROMA QUIÑIONES	ADMINISTRATIVE OFFICER II	FEMALE	OSDS/PSU
60	JACINTO, JEREX BATOCAEL	ADMINISTRATIVE OFFICER II	MALE	OSDS/FINANCE
61	CUBAR, JEREMIAH ESCARIO	ADMINISTRATIVE OFFICER II	MALE	OSDS/FINANCE
62	JIMENA, JUN REY ANTONIO	ADMINISTRATIVE OFFICER II	MALE	OSDS/PSU
63	LOQUINIO, ELDITO CEBALA	ADMINISTRATIVE OFFICER II	MALE	OSDS/PSU
64	INUTAN, ROWENA MOLINA	ADMINISTRATIVE OFFICER IV	FEMALE	OSDS/CASH
65	GALLARDO, RELYN BAGUIO	ADMINISTRATIVE OFFICER IV	FEMALE	OSDS/HRMO
66	JUMANGIT, JAYSON JOVES	ADMINISTRATIVE OFFICER IV	MALE	OSDS/RECORDS
67	GEVILA, ALDRIN SAAD	ADMINISTRATIVE OFFICER IV	MALE	OSDS/SUPPY
68	DIONIO, ROSALINDA NABATAR	ADMINISTRATIVE OFFICER V	FEMALE	OSDS/ADMINISTRATIVE
69	SIASON, LILLI ANN RESMA	ADMINISTRATIVE OFFICER V	FEMALE	OSDS/BUDGET
70	GALVEZ, RODILIO MONTOYA	DENTAL AIDE	MALE	SGOD
71	PINTOR, MARILOU MARIAL	DENTIST II	FEMALE	SGOD
72	LLANA, MAE ANN NIEZ	DENTIST II	FEMALE	SGOD
73	SIONOSA, SHIELA DIMPAS	EDUCATION PROGRAM SPECIALIST	FEMALE	ALS
74	GACOTE, NORMA BERNARDINO	EDUCATION PROGRAM SPECIALIST	FEMALE	ALS
75	JALMAANI, NORHAN CHAVEZ	EDUCATION PROGRAM SPECIALIST II	MALE	SGOD
76	LUMAYNO, DANILO JR. QUIÑO	EDUCATION PROGRAM SPECIALIST II	MALE	SGOD
77	MERCADO, JUNE ANGELO ABECIA	EDUCATION PROGRAM SPECIALIST II	MALE	SGOD
78	JUMAWAN, ELIELOU PIMENTEL	ENGINEER III	FEMALE	SGOD
79	ARSOLON, PAUL ENAD	INFORMATION TECHNOLOGY OFFICER I	MALE	OSDS/ICT
80	UDANI, CHARLINE VINANZOS	LIBRARIAN II	FEMALE	LRMS
81	PAULMA, ANGELINE CAGAS	MEDICAL OFFICER III	FEMALE	SGOD
82	DELA CRUZ, MERCY MINOR	NURSE II	FEMALE	SGOD
83	CUYOS, MARIA LUISA OGALI	NURSE II	FEMALE	SGOD
84	CARDINAL, JOCELYN CENISE	NURSE II	FEMALE	SGOD
85	SEPE, ANNALIZA LONGJAS	NURSE II	FEMALE	SGOD
86	ENAD, MARIA FEBE GELECANIA	NURSE II	FEMALE	SGOD
87	CALOTES, HAZEL VALDEZ	NURSE II	FEMALE	SGOD
88	ATABELO, MAREGINE TANDUYAN	NURSE II	FEMALE	SGOD
89	CALOTES, ALRENE CHAN	NURSE II	MALE	SGOD



90	DE VERA, GARRY DELA CRUZ	NURSE II	MALE	SGOD
91	DACUYCUY, SUZANNE MARIE GULLE	PLANNING OFFICER III PROJECT DEVELOPMENT OFFICER I	FEMALE	SGOD
92	ANAJAO, ELVIN ALORAS	PROJECT DEVELOPMENT OFFICER I	MALE	SGOD
93	CASAL, JILLIAN APRIL ALCALA	PROJECT DEVELOPMENT OFFICER I	FEMALE	SGOD
94	DIAZ, NEIL EDWARD DUNGOG	PROJECT DEVELOPMENT OFFICER II	MALE	LRMS
95	SAGOT, MARY KRISTINE CASAS	PROJECT DEVELOPMENT OFFICER II	FEMALE	SGOD
96	LABASAN, ARNEL FRANCISCO	SENIOR EDUCATION PROGRAM SPECIALIST	MALE	SGOD
97	PANGANDOYON, ROMELA TAYCO	SENIOR EDUCATION PROGRAM SPECIALIST	FEMALE	SGOD
98	MANDIN, MELANIE OBENZA	SENIOR EDUCATION PROGRAM SPECIALIST	FEMALE	SGOD
99	TAGUIRAN, GAY PERALTA	SENIOR EDUCATION PROGRAM SPECIALIST	FEMALE	SGOD
100	RYAN ANG	JO	MALE	SGOD
101	DENNIS DUEÑAS	JO	MALE	OSDS
102	LISTER KIM ADLAON	JO	MALE	OSDS
103	RUSSEL BALILI	JO	FEMALE	OSDS
104	ANGIELYN PLANOS	JO	FEMALE	OSDS
105	MARY MARJORIE SIMEON	JO	FEMALE	OSDS

