



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2023-307

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD
Chief Education Supervisor, CID
Education Program Supervisor, SGOD
Education Program Supervisors, CID
All Public Schools District Supervisors
All Concerned Division Personnel
All School Heads
All Teachers

Subject: **DIVISION WORLD TEACHERS' DAY CELEBRATION**

Date: September 07, 2023

1. The Department of Education – Division of Davao del Norte through the Office of the School Governance and Operations Division shall conduct the **Division World Teachers' Day Celebration** on **October 2, 2023**. The venue shall be announced on a separate issuance pending the completion of the procurement process.
2. Herewith are the lists of participants, technical working committees, and matrix of activities for the preparation and conduct of the said activity. All participants are advised to wear 1960's attire during the celebration.
3. In addition, all the participants are requested to choose one best picture of themselves taken inside the classroom and upload it to Google Drive through the link <https://tinyurl.com/WTDPICSDDN>.
4. In adherence to all policies, everyone is encouraged to continuously support and value the Equal Opportunity Principle (EOP) within the Department.
5. Immediate dissemination of this memorandum is desired.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

SGOD/ncj



MATRIX OF ACTIVITIES

Activity	Date	Venue	Persons Involved
Planning Conference	September 21, 2023	Division Conference Hall	All Technical Working Committees
Rehearsals for the Intermission Numbers and Dance Mob	September 25-29, 2023 3:00 p.m. Onwards	Depending on the Office	Selected SGOD, CID, and OSDS Personnel Mabell Marie Cutara Fhernand Dugais
Technical-Run	October 2, 2023 8:00 a.m. – 12:00 p.m.	To be identified	Liezl Josol Romela T. Pangandoyon Norhan C. Jalmaani Mary Kristine C. Sagot Paul A. Arsolon Jillian April A. Casal Franklyn B. Maynucas June Angelo B. Mecado *Selected SGOD, CID, and OSDS Personnel who will perform in the Intermission Number



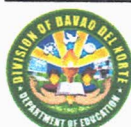
LIST OF TWG Member and Division Personnel

No.	NAME	STATION	MALE	FEMALE
1	Reynaldo B. Mellorida, CESO V	Division Office	1	
2	Rebecca C. Sagot, CESO VI	Division Office		1
3	Ramel M. Pilo	Division Office	1	
4	Eduard C. Amoguis	Division Office	1	
5	Ernie M. Aguan	Division Office	1	
6	Bernardo F. Boyles	Division Office	1	
7	Grace Santa T. Daclan	Division Office		1
8	Noli T. De Felipe	Division Office	1	
9	Divina P. Dela Cueva	Division Office		1
10	Execis Deo Dely	Division Office	1	
11	Dominic Dizon	Division Office	1	
12	Marlon G. Ebrado	Division Office	1	
13	Janice A. Fernandez	Division Office		1
14	Allen T. Gularan	Division Office		1
15	Eric P. Indie	Division Office	1	
16	Medos O. Jala	Division Office	1	
17	Liezl Josol	Division Office		1
18	Evelyn Grace H. Labasan	Division Office		1
19	Edgar Manaran	Division Office	1	
20	Ronnie A. Publico	Division Office	1	
21	Ana N. Redaniel	Division Office		1
22	Gloria B. Subong	Division Office		1
23	Clemente E. Timbal	Division Office	1	
24	Ernie Caas	B.E. Dujali CES/DO	1	
25	Lourdes A. Navarro	Division Office		1
26	Norma B. Gacote	Division Office		1
27	Shiela D. Sionosa	Division Office		1
28	Niel Edward D. Diaz	Division Office	1	
29	Charline V. Udani	Division Office		1
30	Elvin A. Anajao	Division Office	1	
31	Jillian April A. Casal	Division Office		1
32	Cristopher B. Gonzalez	Division Office	1	
33	Suzanne Marie G. Dacuycuy	Division Office		1
34	Elielou P. Jumawan	Division Office		1
35	Norhan C. Jalmaani	Division Office	1	
36	Arnel F. Labasan	Division Office	1	
37	Danilo Q. Lumayno	Division Office	1	
38	June Angelo B. Mercado	Division Office	1	
39	Melanie O. Mandin	Division Office		1
40	Romela T. Pangandoyon	Division Office		1
41	Mary Kristine C. Sagot	Division Office		1
42	Gay P. Taguiran	Division Office		1
43	Angeline C. Paulma	Division Office		1
44	Catherine P. Cantalejo	Division Office		1
45	Ma. Febe G. Enad	Division Office		1
46	Paul Arsolon	Division Office	1	
47	Franklin Maynucas	Division Office	1	
48	Fhernand Dugais	Alejal NHS	1	
49	Mabell Marie Cutara	Sto. Tomas NHS		1
50	Crystal Faye Sumatra	Division Office		1
51	Queen Claire Arena	Division Office		1
52	Clide Lester Apresa	Division Office	1	
53	Rhea Joy Trangia			1
Total			26	27



List of Participants

No.	NAME	Position	MALE	FEMALE
1	NOMOS, EDITHA OÑEZ	TEACHER III		1
2	MALNEGRO, NENITA ANTONIANO	TEACHER I		1
3	RIÑO, VICTORIA POLINAR	TEACHER III		1
4	CABONITA, LEONIDISA AMORES	MASTER TEACHER I		1
5	FIGURACION, JOSE LAGRIMAS	SCHOOL PRINCIPAL II	1	
6	PIELAGO, MERIAM DELIDELI	MASTER TEACHER I		1
7	PAMUGAS, EDESIA DELOS	TEACHER II		1
8	ORDANEL, ALITA VILLA	TEACHER II		1
9	BACOR, RUTH BRAGAS	TEACHER II		1
10	ANGCAHAN, LUCENDA LAYSON	TEACHER II		1
11	BAÑAS, DANIEL TEVES	TEACHER II	1	
12	PATCHES, SANDRA BALDONADO	TEACHER II		1
13	SELDURA, NINFA FAELDONIA	TEACHER I		1
14	MARAVILLA, REMEDIOS ROSINAS	TEACHER I		1
15	PANDA, VIRGINIA RISMUNDO	TEACHER I		1
16	LEDESMA, JUDITH PINGOT	TEACHER I		1
17	LUMBA, JOSEPHINE PORLAS	MASTER TEACHER I		1
18	GODOY, WILSON LAYOS	SCHOOL PRINCIPAL II	1	
19	DACARA, FELY CORSINO	TEACHER III		1
20	LAGURA, VICTORIANA NEBRIA	MASTER TEACHER I		1
21	ROMERO, FLORIDA SALIBAY	TEACHER III		1
22	GILO, LUCIA LASQUITE	TEACHER I		1
23	LANZADERAS, RAMON SAMAR	SCHOOL PRINCIPAL I	1	
24	OLIVAR, LOURDES MAHINAY	MASTER TEACHER I		1
25	DUCO, LEONILA BANDALAN	HEAD TEACHER II		1
26	PANIO, ALLANA OPIANA	TEACHER III		1
27	TABILE, ESPURDION LAMIGO	TEACHER III	1	
28	MANTIQUILLA, OFELIA	TEACHER III		1
29	ENARO, ROWENA NALANGAN	TEACHER III		1
30	ABELLANA, ELIZABETH ALLERIA	TEACHER III		1
31	ANIÑON, ELENA LIBIOS	TEACHER III		1
32	IBONES, MARILOU DELA CRUZ	TEACHER II		1
33	LAMPARA, MERCEDES	TEACHER II		1
34	AMORA, VIRGINIA POTOY	TEACHER II		1
35	TEJADA, SUSAN YTOM	TEACHER II		1
36	MONDRAGON, VICTORIA GANADE	TEACHER II		1
37	BATOON, HANNELI ZERNA	TEACHER II		1
38	MONTE, HILARIO CAÑETE	TEACHER I	1	
39	FRONTERAS, MARIETTA	TEACHER I		1
40	MUGAS, NELIA ESCOBAR	TEACHER III		1
41	MANUBAG, NOE BENEMILE	TEACHER I	1	
42	DOROTAN, MARISSA MANGABAT	TEACHER III		1
43	FABIOSA, SAMUEL SILVA	TEACHER II	1	
44	MAGDULA, DANERICO JOSOL	TEACHER III	1	
45	CANTON, ALMA RIVA	SCHOOL PRINCIPAL IV		1
46	DE RAMOS, TEODESIA SIOS-E	MASTER TEACHER I		1
47	REVILLA, AGUSTIN CABALLERO	MASTER TEACHER I	1	
48	CABILING, ELSA SISON	TEACHER II		1
49	LASCO JR, IGNACIO PALMA	SCHOOL PRINCIPAL IV	1	
50	SUAN, CORNELIO PUNGAY	TEACHER I	1	
51	CAUBE, MERLYN DAITE	TEACHER III		1



52	BERJA, EMMANUEL LOZADA	TEACHER III	1	
53	NERI, SHIRLEY SERVANO	SCHOOL PRINCIPAL IV		1
54	BORRES, FE MAGDADARO	MASTER TEACHER III		1
55	CONSTANTINO, BENITA BONGGO	MASTER TEACHER I		1
56	PASUQUIN, DAISY ALE	MASTER TEACHER I		1
57	DE ARCE, NANIE RODE	HEAD TEACHER III		1
58	EGALIN, NIDA RIOS	TEACHER III		1
59	PISLAN, NELLY ESPEJO	TEACHER III		1
60	SONAJO, MARILOU ELARDE	TEACHER III		1
61	BELLEZA, EUTIMIA ORILLA	TEACHER III		1
62	RANERA, EVELYN BIGCAS	TEACHER III		1
63	BERGONTES, EDNA JUANILLO	TEACHER II		1
64	MATUNTING, CHARINA SENADOR	TEACHER II		1
65	LACSAMA, JANE MOLOWA	TEACHER II		1
66	SERINO, CIRILA TERO	TEACHER II		1
67	BORLAZA, JOCELYN LAVEGA	TEACHER II		1
68	MAGALLANES, VIOLETA ABAÑO	TEACHER II		1
69	DIANA, JULIET LACUROM	TEACHER II		1
70	LAYAGUIN, GLORIA FE PALACA	TEACHER I		1
71	RODULFA, BERNARD OBRA	TEACHER III	1	
72	ROSETE, VIRGINIA GAMENG	TEACHER II		1
73	LUNA, ALMA CAPALA	MASTER TEACHER I		1
74	LARA, WILSON SUPLINAS	TEACHER III	1	
75	CAPALA, RUFINA LAPOJA	TEACHER III		1
76	DOROTAN, TERESITA AGMATA	TEACHER III		1
77	PRESORES, MARIA HILDEGARDE	TEACHER III		1
78	DARUNDAY, VIRGENIA	MASTER TEACHER I		1
79	SAYON, ANDRESA DARUNDAY	TEACHER III		1
80	INDINO, EDITHA MIRAFLOR	TEACHER III		1
81	BINONDO, AVELINO RELATIVO	HEAD TEACHER III	1	
82	SANSAIT, SARAH SAMSONA	TEACHER II		1
83	LAVANDERA, JOSEPHINE	TEACHER I		1
84	ALAGDON JR., DOMINADOR	SCHOOL PRINCIPAL IV	1	
85	TRIBUNALO, MERCEDITA BAGUIO	MASTER TEACHER I		1
86	ORTEGA, CONCHITA BATAS	TEACHER I		1
87	ABASTILLAS, SHERLY DIGAUM	TEACHER I		1
88	CASARENO, EVELYN COSMEÑO	TEACHER I		1
89	SALOMON, LOIDA RESURRECION	TEACHER I		1
90	SIMBAJON, NERI ASOMBRADO	TEACHER I		1
91	SURDILLA, RODRIGO RUAR	TEACHER I	1	
92	AMANTE, DOMINADOR MINGUITO	TEACHER I	1	
93	CANARIAS, GEMMA AVILA	TEACHER II		1
94	SALUDES, LYDIA ALTERADO	TEACHER II		1
95	LOLO, ROSALINDA VILLAROSA	TEACHER II		1
96	RAMOS, CARMELITA GUMANAY	TEACHER II		1
97	DELA CRUZ, MARILOU BERCHE	TEACHER II		1
98	LACAYA, ROSALINA MANUEL	TEACHER II		1
99	GALENO, PATRICIA MADAYAG	TEACHER II		1
100	INGAR, DELINA JAJALLA	TEACHER II		1
101	VILLARIN, AMPARO BILAIS	TEACHER II	1	
102	DAWAL, MA. CELIA TIEMPO	TEACHER II		1
103	QUIROS, DOLORES TUD	TEACHER II		1
Total			21	82



**DIVISION WORLD TEACHERS' DAY CELEBRATION
TECHNICAL WORKING COMMITTEES**

EXECUTIVE COMMITTEE

Chairperson : Reynaldo B. Mellorida, CESO V
Vice-Chairperson : Rebecca C. Sagot, CESO VI
Members : Ramel M. Pilo (Chief ES, SGOD)
Eduard C. Amoguis (Chief ES, CID)

ORGANIZING COMMITTEE

Chairperson : Reynaldo B. Mellorida, CESO V
Vice – Chairperson : Rebecca C. Sagot, CESO VI
Members : Eduard C. Amoguis (Chief ES, CID)
Ramel M. Pilo (Chief ES, SGOD)
Executive Chairpersons: Liezl S. Josol
Romela T. Pangandoyon

Technical Committees

Executive Chairperson : Reynaldo B. Mellorida, CESO V
Executive Co-Chairperson: Rebecca C. Sagot, CESO VI
Members : All Sub-Committee Chairpersons &
Co-Chairpersons

1. Secretariat

Chairperson : Norhan C. Jalmaani
Co-Chair : Mary Kristine C. Sagot
Members : Jillian April C, Casal
Danilo Jr. Q. Lumayno
June Angelo A. Mercado

1a. Registration, Attendance

*Jillian April C, Casal
Jan N. Gabero*

1b. Production of Certificates (CA, CP, Awardees, Guest Speakers and Programs)

*Norhan C. Jalmaani
June Angelo A. Mercado
Jan N. Gabero*

1c. Correspondences (Letters, Invitations, Memorandum)

*Mary Kristine C. Sagot
Danilo Jr. Q. Lumayno
Norhan C. Jalmaani*

1d. Coordination

Romela T. Pangandoyon

1e. Lay-out Artists (Tarp, Plaque, and Program)

*Franklin N. Maynucas
Neil Edward C. Diaz*

1f. Token and Plaques

*Norhan C. Jalmaani
Romela T. Pangandoyon*

1g. Sash

Myra M. Udi

A. Facilitating Committees

Executive Chairperson : Reynaldo B. Mellorida, CESO V
Executive Co-Chairperson: Rebecca C. Sagot, CESO VI
Executive Vice-Chairpersons: Ramel M. Pilo (Chief ES, SGOD)
Eduard C. Amoguis (Chief ES, CID)
Members : All Sub-Committee Chairpersons &
Co-Chairpersons

1. Lights and Sounds, DLP or Led Wall

Chairperson : Paul E. Arsolon
Co-Chair : Franklin N. Maynucas

2. Hall/Stage/Ground/ Preparation, Decoration & Restoration

Chairman : Elvin A. Anajao
Co-chair : Danilo Jr. Q. Lumayno
Members : Ryan C. Ang

3. Food (Pica-Pica & Dinner)

Chairperson : Jillian April C. Casal
Co-Chair : Melanie O. Mandin
Members : Suzanne Marie G. Dacuycuy

4. Ways and Means

Chairperson : Romela T. Pangandoyon
Members : Norhan C. Jalmaani
Jillian April A. Casal

Mary Kristine C. Sagot

5. Media & Documentation

Chairperson : Paul E. Arsolon
Co-Chair : Neil Edward C. Diaz
Members : Franklin N. Maynucas

6. Health and Medical Committee

Chairperson : Dr. Angielyn Paulma
Members : Catherine P. Cantalejo
Ma. Febe G. Enad

7. Drivers

: Rey B. Mascariñas
Arturo A. Salva
Guillermo L. Cadusale Jr.
Peter B. Gaum
Dennis Dueñas

B. Event Committee

Executive Chairperson : Reynaldo B. Mellorida, CESO V
Executive Co-Chairperson: Rebecca C. Sagot, CESO VI
Members : All Sub-Committee Chairpersons &
Co-Chairpersons

1. Events and Programs

Chairperson : Romela T. Pangandoyon
Co-Chair : Norhan C. Jalmaani
Member : Mary Kristine C. Sagot

2. AVPs

: Franklin N. Maynucas
Neil Edward C. Diaz

3. Hosts

: Mary Kristine C. Sagot
June Angelo A. Mercado

4. Intermission No. Focal Person

OSDS : Crystal Faye Sumatra
CID : Dominic M. Dizon
SGOD : Michelle L. Edhao
Dance Mob : Eric Indie
Fhernand Dugais
Mabell Marie Cutara

Tasks and Functions

1. Secretariat

- ✓ Take charge of the coordination with other offices and dissemination and sending out of letters and communications
- ✓ Draft letters, invitations, and other correspondence in view of the 2023 Division WTD Celebration

- ✓ Prepare Attendance Sheet
- ✓ Take charge of the registration of participants
- ✓ Takes charge of the lay outing and printing of certificates, plaques, tarpaulins and programs
- ✓ Prepare Sash for the Awards
- ✓ Perform other tasks that may be assigned by the Executive Committee

A. FACILITATING COMMITTEES

1. Lights and Sounds, DLP, Generator Set

- ✓ Ensure the availability of the Functional Sound System, DLP
- ✓ Coordinates with the Programs, and Events Committee as to the requirements during the tech-run & program proper

2. Hall/Stage/Mess Hall Preparation, Decoration & Restoration

- ✓ Takes charge of the maintenance of the Physical Preparation and Restoration
- ✓ Coordinates with the Programs, and Events Committee as to the requirements of the stage, grounds, and venues for the event(s)
- ✓ Prepares ground, hall, stage, and other physical and logistical requirements
- ✓ Prepare the area for the Pica-Pica/Dinner Station
- ✓ Ensure the availability of Chairs and Tables Needed
- ✓ Prepares a checklist to ensure that all requirements/needs of the function are well attended to prior to the function
- ✓ Ensures that all equipment, paraphernalia, fixtures, add-ons, etc. used during the function are well accounted for after the function

3. Food (Pica and Dinner)

- ✓ Ensures the provision of food/meals for the participants
- ✓ Coordinates with the Health and Medical Committee to ensure food safety and quality

4. Ways and Means

- ✓ Complements the shortages of resources, if any, for the activity
- ✓ Forges partnerships in support of the activity

5. Media & Documentation

- ✓ Publishes the 2023 Division WTD Celebration on the official social media platforms
- ✓ Takes charge of the picture and video coverage of the 2023 Division WTD Celebration

6. Health and Medical

- ✓ Set up a medical team in the venue
- ✓ Works with the food security and distribution committee to help ensure food safety and quality

B. EVENT COMMITTEES

1. Events and Program

- ✓ Takes charge of the overall coordination of the 2023 Division WTD Celebration Program

2. AVPs

- ✓ Takes charge of the preparation of AVPs in coordination with the Events and Program Committee

3. Focal Person for the Intermission Number

- ✓ Schedule and facilitate the rehearsal