



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

Office of the Schools Division Superintendent

January 29, 2024

**DIVISION ORDER**

No 0034, series 2024

**DESIGNATION AS COORDINATOR OF DAVAO REGION INDIGENOUS PEOPLES  
EDUCATION (PED) CENTER**

To : **RONIA D. CABARAL**  
Teacher-II

1. In the exigency of the service, you are hereby designated as Coordinator of the Davao Region Indigenous Peoples Education (IPED) Center effective January 22, 2024, until January 22, 2026.
2. As such, you are advised to perform the duties, functions, and responsibilities attached to the said designation to wit:
  - a) take charge of the mini library and museum operation.
  - b) account for the books, furniture, artifacts, and other materials for inventory.
  - c) facilitate cleanliness, orderliness, and beautification in the center.
  - d) attend the transacting clientele and visitors in the center.
  - e) ensure the safety and security of the perimeter, properties, and facilities of the center; and
  - f) submit accomplishment reports on the operation of the center to the division and regional offices.
3. This order does not carry any remuneration nor priority in promotion and shall remain enforced until revoked by the Head of Office.
4. This designation shall take effect immediately.
5. For strict compliance.

Recommending Approval:

**JANWARIO E. YAMOTA**  
Chief ES, CID

Approved.

**JINKY B. FIRMAN PhD, CESO VI**  
OIC, Schools Division Superintendent



Schools Division of Panabo City  
City Hall Compound, Panabo City  
Tel. No. (084) 823-1469  
Email: panabocity.division@deped.gov.ph

**CHAMPION Panabo ONE**  
DepEd Panabo:  
Empowering Champions in Education

through Journeying, Blending and Fostering commitment in providing quality education, MATATAG for all.

**RELEASED**

**FEB 05 2024**

RECORDS SECTION-SDO PANABO CITY  
BY



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

Office of the Schools Division Superintendent

January 29, 2024

**DIVISION ORDER**

No 0026, series 2024

**DESIGNATION AS COORDINATOR OF DAVAO REGION INDIGENOUS PEOPLES  
EDUCATION (PED) CENTER**

To : **RONIA D. CABARAL**  
Teacher-II

1. In the exigency of the service, you are hereby designated as Coordinator of the Davao Region Indigenous Peoples Education (IPED) Center effective January 22, 2024, until January 22, 2026.
2. As such, you are advised to perform the duties, functions, and responsibilities attached to the said designation to wit:
  - a) take charge of the mini library and museum operation.
  - b) account for the books, furniture, artifacts, and other materials for inventory.
  - c) facilitate cleanliness, orderliness, and beautification in the center.
  - d) attend the transacting clientele and visitors in the center.
  - e) ensure the safety and security of the perimeter, properties, and facilities of the center; and
  - f) submit accomplishment reports on the operation of the center to the division and regional offices.
3. This order does not carry any remuneration nor priority in promotion and shall remain enforced until revoked by the Head of Office.
4. This designation shall take effect immediately.
5. For strict compliance.

Recommending Approval:

**JANWARIO E. YAMOTA**  
Chief ES CID

Approved:

**JINKY B. FIRMAN PhD, CESO VI**  
OIC, Schools Division Superintendent



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**RELEASED**

**FEB 05 2024**

RECORDS SECTION SDO PANABO CITY  
BY



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**Office of the Regional Director**

**REGIONAL MEMORANDUM**

CLMD-2024-054

To : Schools Division Superintendent  
Division of Panabo City

Subject : DESIGNATION OF REGIONAL IPED CENTER COORDINATOR AND  
PRINCIPAL IN-CHARGE

Date : January 23, 2024

In support with the MATATAG Agenda on promoting learner well-being, inclusiveness learning and positive learning environment, the Regional Indigenous Peoples Education (IPED) Center was established. To ensure the functionality and sustainability of the Regional Indigenous Peoples Education (IPED) Center located at JP Laurel Elementary School, this Office designates Jocelyn B. Ada, Principal I as the Principal In-Charge and Ronia D. Cabaral, Teacher II as coordinator of the center effective January 22, 2024 until January 22, 2026.

Further, the following tasks are expected from the IPED Center Coordinator and Principal In-Charge:

1. take charge in the operation of the mini library and mini museum;
2. account the books, furniture, artifacts and other materials for inventory;
3. facilitate the cleanliness, orderliness and beautification in the Center;
4. attend to transacting clienteles and visitors in the Center;
5. ensure the safety and security of the perimeter, properties and facilities of the Center; and
6. submit accomplishment reports on the operation of the Center to the division and regional offices.

The designees do not receive any additional renumeration on the abovementioned tasks.

DEPARTMENT OF EDUCATION

Immediate dissemination of this Memorandum is desired.

**RELEASED**

By the Authority of the Regional Director

NY:  
Date:  
2024

JAN 23, 2024

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**ALLAN G. FARNAZO**  
Director IV

**REBONFAMIL R. BAGUIO**  
Director III

23 JAN 2024