



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

Office of the Schools Division Superintendent

December 23, 2024

DIVISION ORDER

No. 0402 S, 2024

RECALL OF APPROVED LEAVE OF ABSENCE

TO: **ELAINE C. SAUSE** - Administrative Officer II

1. In the exigency of service, please be informed that your approved leave of absence on December 26-27, 2024 is hereby **recalled**.
2. As such, you are required to directly attend the **Conduct Capability Building on Empowering the Heart of School Operation: A Skill Enhancement for the Non-Teaching Personnel Assigned in Schools** shall be on December 26-27, 2024, shall be at the Waterfront Hotel, Lanang, Davao City.
3. For strict compliance.

Noted by: **LEONORA D. CAÑETE**
Principal II

Approved by:

JINKY B. FIRMAN, Ph.D, CESO VI
Schools Division Superintendent

RELEASED

REC 26 2024

RECORDS SECTION SDO PANABO CITY
BY

Schools Division Office of Panabo City
City Hall Compound, Km 31, Panabo City
Telephone No: (084) 823-1469
Email: panabocity.division@deped.gov.ph



DepEd Panabo:
Empowering Champions in Education
through Journeying, Blending and Fostering commitment in
providing quality education, MATATAG for all.





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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2024-0659

To:

BASILIO P. MANA-AY JR., CESO VI
Assistant Schools Division Superintendent
ALLENE B. ANONUEVO, PHD
Chief Education Supervisor, SGOD
JANWARIO E. YAMOTA
Chief Education Supervisor, CID
EDUCATION PROGRAM SUPERVISORS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS/PRINCIPALS OF THE PUBLIC SCHOOLS
ALL CONCERNED

Subject:

**ADDITIONAL INFORMATION IN THE CONDUCT OF EMPOWERING
THE HEART OF SCHOOL OPERATIONS: A SKILL ENHANCEMENT
FOR THE NON-TEACHING PERSONNEL ASSIGNED AT SCHOOLS**

Date:

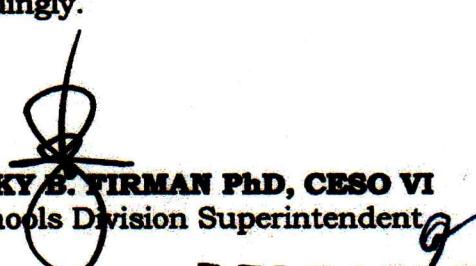
December 16, 2024

Please be informed that the conduct of the capability building on **Empowering the Heart of School Operations: A Skill Enhancement for the Non-Teaching Personnel Assigned in Schools** shall be on December 26-27, 2024, shall be at the Waterfront Hotel, Lanang, Davao City.

Please see attached list of participants for your reference.

All other provisions stated in Division Memorandum SGOD-2024-0635 remain in force.

Please be guided accordingly.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

REC 16 2024

Enclosed: As stated.
SGOD/aba

RECORDS SECTION SGD PANABO CITY

BY



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CHAMPION
President

DepEd Panabo:
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through continuous planning and professional development, providing quality education, MATATAG for all

List of Participants

NO.	NAME OF SCHOOL	NAME OF PERSONNEL		PLANTILLA ITEM
1	A. O. Floirendo NHS	TUTOR	JEA ROSE	ALMOREN
2		ALEGRIA	RAQUEL	DIONAIDE
3		DELA TORRE	JEMMALYN	PEMENTIRA
4		DELA CERNA	CHARITY	ARTIZA
5	A.O. Floirendo ES/ Concordia A. Sison ES	CUBERO	MARK DONNEL	DORADO
6	Antonio O. Floirendo ES II/San Francisco ES	GLORIA	MICHAEL JAY	VILLACAMPA
7	Cabili ES	MALAZARTE	ROLLYN MARIE	OLAMIT
8	Don Manuel A. Javellana NHS	PORCADILLA	JONALYN	NAÏVE
9		CORTEZ	MERLYN	CEMPRON
10		TOLENTINO	JENNIFER	SITCHON
11	Dona Nenita R. Floirendo ES	LIM	RICHEL CHIN	ESTACA
12	Glecerio L. Dondoy CES	IGCASAMA	JUN ERNIE	DEQUIT
13	Gredyu ES	SAUSE	ELAINE	CASTILLO
14	J.P Laurel ES	HINGPIT	RIZA	LIMBAROC
15	Licanan ES	DISCAYA	MA. APRIL JOIE	PANAGUITON
16	Little Panay ES/Katipunan ES	CANCAN	LESTER MARK	SASO
17	Little Panay NHS	GERSAVA	MARICRIS	TAMONDONG
18	Lorenzo T. Concepcion IS	JUMALON	JENNIFER	BAWIN
19	Mabunao NHS	MISOLES	LORELIE	MABOLOC
20	Malativas ES/Kasilak ES	AMOGUIS	IONE JEAN	BUSCAS
21	Malativas NHS	DAGASDAS	PRELA PETIT CAMELLI	REYES
22	Manay NHS	PAYOT	KEELY SHAYE	LEYSA
23	Manuel A. Javellana ES	VILLANUEVA	RONEL	BUOT
				M PROJECT DEVELOPMENT OFFICER I-11

No.	NAME OF SCHOOL	NAME OF PERSONNEL			PLANTILLA ITEM
24	Namuag ES	RADO	GIZELLE	IDJI	F ADMINISTRATIVE OFFICER II - 11
25	Nanyo CES	DAHUYA	MARIA ODESSA	DURANGO	F ADMINISTRATIVE OFFICER II - 11
26	Narciso B. Galapin ES	MALABAD	CHELSEE GWEN	DELA CRUZ	F PROJECT DEVELOPMENT OFFICER I - 11
27	New Visayas CES	PORTRIAS	AILEEN	YANGYANG	F ADMINISTRATIVE OFFICER II - 11
28	Center/San Francisco ES	ESCOBAL	CHERRIE MAE	TUMANGDAY	F ADMINISTRATIVE OFFICER II - 11
29	Panabo City NHS	PORLARES	MARIE_CRIS	CALVO	F ADMINISTRATIVE OFFICER II - 11
30		CALIPES	IVY	ALCONERA	F ADMINISTRATIVE ASSISTANT II - 08
31		DEIRIT	RUBELYN	NENIEL	F ADMINISTRATIVE ASSISTANT III - 09
32		LIM	LEAH	FUENTES	F ADMINISTRATIVE ASSISTANT II - 08
33		LAURITO	APRIL MAE	FEGARIDO	F ADMINISTRATIVE ASSISTANT II - 08
34	Panabo City SHS	MADJUS	AILYN	BERMOY	F ADMINISTRATIVE OFFICER II - 11
35		SIOSON	JOAN	LUMANGCAS	F ADMINISTRATIVE ASSISTANT II - 08
36	QUEZON NHS	UBALDO	MARIE GRACE	BERNADAS	F ADMINISTRATIVE ASSISTANT II - 08
37	Rizal ES	ALIVIADO	JAMAICA	ACLAO	F ADMINISTRATIVE OFFICER II - 11
38	Rodrigo D. Mabitad Sr. ES	ANISCAL	REX	CAPIN	M ADMINISTRATIVE OFFICER II - 11
39	San Pedro ES	NIEZ	CATHERINE	ARENAS	F ADMINISTRATIVE OFFICER II - 11
40	San Vicente ES	PALCES	EDGENE	GAMOLO	F ADMINISTRATIVE OFFICER II - 11
41	San Vicente NHS	LLAGAS	LOVELYN	MANTILLA	F ADMINISTRATIVE OFFICER II - 11
42		DOMALAURON	JUDY ANNE	FURIA	F ADMINISTRATIVE ASSISTANT II - 08
43		TABUNO	HANNA MAE	YAP	F ADMINISTRATIVE ASSISTANT III - 09
44		TUGADE	TONY MARIE	MORATA	M ADMINISTRATIVE ASSISTANT II - 08
45	Southern Davao ES	DE VERA	AIME	OMPAD	F ADMINISTRATIVE OFFICER II - 11
46	Southern Davao NHS	SARDIÑA	CATHERINE GRACE	LOPEZ	F ADMINISTRATIVE ASSISTANT II - 08
47		CUBIJANO	YVONY	CUNOI	F ADMINISTRATIVE ASSISTANT III - 09

No.	NAME OF SCHOOL	NAME OF PERSONNEL			PLANTILLA ITEM
48		VIBA	DIANNE ROSS	N/A	F ADMINISTRATIVE ASSISTANT II - 08
49		GOMEZ	ALCE	Luzon	F ADMINISTRATIVE ASSISTANT II - 08
50	Sto. Niño ES	RETES	CARMINA	DALAYGON	F ADMINISTRATIVE OFFICER II - 11
51	Tagurot ES	ZAFRA	MIRAFLOR	UY	F PROJECT DEVELOPMENT OFFICER I - 11
52	Teofanis G. Gerona, Sr. ES	MATULIN	MAY JERRYLEN	TAGALOG	F ADMINISTRATIVE OFFICER II - 11
53	Valentin N. Daquio ES/Dalisay Village ES	JADULCO	JOHN DARWIN	MONTOYA	M ADMINISTRATIVE OFFICER II - 11
54	Salvacion ES	Mijares	Camille		AO II
55	Desiderio F. Dalisay Sr. NHS	Diorda	Rosienes		School Head
56	Kauswagan NHS	Jorolan	Jennith		School Head
57	Sindaton ES	Eleria	Anbella		School Head
58	Kasilak NHS	Revamonte	Ronilo		School Head
59	Waterfall ES	Coquilla	Winston Mark		School Head
60	Sindaton NHS	Bajao	Jeanne		School Head
61	Cagangohan NHS	Martin	Benjho		School Head
62	Nanyo NHS	Alfonso	Gabriel		School Head
63	Datu Abdul E/S	Ramos	Ruel		School Head
64	Mabunao ES	Candelasa	Roberto		School Head
65	Division Office	Anonuevo	Ailene		SGOD
66	Division Office	Luma	Keren		SGOD
67	Division Office	Mendoza	Analiza		SGOD
68	Division Office	Deligencia	Kenneth		SGOD
69	Division Office	Jayoma	Ronmar		SGOD
70	Division Office	Isleta	Lea Jane		SGOD
71	Division Office	Somoso	Lilannie		SGOD

No.	NAME OF SCHOOL	NAME OF PERSONNEL			PLANTILLA ITEM
72	Division Office	Montefolca	Jezzrel		SGOD
73	Division Office	Noel	Glady		SGOD
74	Division Office	Firman	Jinky		Top Mgt
75	Division Office	Mana-ay	Basilio Jir		Top Mgt