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

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID – 2025 - **0090**

To : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, Schools Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Concerned

Subject : **BILLETING QUARTER OCULAR INSPECTION FOR THE DAVAO CITY ATHLETIC ASSOCIATION MEET**

Date : February 10, 2025

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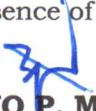
In preparation for the Davao City Athletic Association Meet, an ocular inspection of the billeting quarters will be conducted on February 12, 2025, at 1:00 PM. The designated billeting sites for inspection are Laureta Elementary School and Laureta National High School, Tagum City.

Attached is the list of assigned personnel expected to be present and ensure that the necessary preparations are in place. The inspection aims to assess the readiness of the facilities, including accommodations, sanitation, security, and other essential arrangements for the athletes and delegation.

Travel and other incidental expenses of the participants shall be charged against local/MOOE funds or other sources of funds, subject to the usual accounting and auditing rules.

Immediate dissemination of this Memorandum is desired.

For and In the Absence of the Schools Division Superintendent

  
**BASILIO P. MANA-AY, JR., CESO VI**  
Assistant Schools Division Superintendent

  
**RELEASED**

**FEB 10 2025**

RECORDS SECTION, SDO PANABO CITY

Enc. as stated  
doc://CID/jeylybm

Republic of the Philippines  
 Region XI  
**Division of Panabo City**  
 New City Hall Compound, Panabo City

**PROPOSED MEMBERS OF THE BILLETING QUARTER OCULAR INSPECTION**

**DATE:** **February 12, 2025**

**TIME** **1:00PM**

**DESTINATION:** **Laureta Elementary School/NHS, Tagum City**

| No. | NAME                           | DESIGNATION                     | OFFICE/SCHOOL           |
|-----|--------------------------------|---------------------------------|-------------------------|
| 1   | Basilio P. Mana-ay Jr. CESO VI | ASDS - General Manager          | SDO                     |
| 2   | Antonio Jr. R. Pasquito        | PSDS - Division Sports Officer  | SDO                     |
| 4   | Armando Aguilon Jr.            | Documentation Co-Chair          | SDO                     |
| 5   | Avelino D. Bitang              | Kitchen & Mess Hall Chairperson | SDO                     |
| 6   | Diego G. Matao                 | Kitchen & Mess Hall Member      | Panabo Christian School |
| 7   | Rubbie Labanon                 | Kitchen & Mess Hall Member      | RD Mabitad ES           |
| 8   | Jennith Marie L. Jorolan       | Kitchen & Mess Hall Member      | Little Panay NHS        |
| 9   | Johanna P. Linterna            | Entrance Gate Décor Chairperson | PESPA President         |
| 10  | Rosemarie S. Patriarca         | Entrance Gate Décor Member      | Rizal ES                |
| 11  | Aldrin Adrian Apusaga          | Entrance Gate Décor Member      | RD mabitad ES           |
| 12  | Elden Temporada                | Entrance Gate Décor Member      | Rizal ES                |
| 13  | Gemar Taylaran                 | Entrance Gate Décor Member      | MAJ ES                  |
| 14  | Ailene Calvo                   | Entrance Gate Décor Member      | San Vicente NHS         |
| 15  | Manuel M. Esperanza            | Mess Hall Décor Chairperson     | PASSHA President        |
| 16  | Cezen P. Paculanang            | Mess Hall Décor Member          | PC NHS                  |
| 17  | Reynaldo Deocampo              | Quarter Master                  | SDO                     |
| 18  | Macario D. Monteil Jr.         | Member                          | Panabo City SHS         |
| 19  | Roland Obeso                   | Member                          | New Visayas ES          |
| 20  | Jaynard Cuñado                 | Member                          | SDO                     |
| 21  | LGU Representative (CEO)       | BQ Member                       | LGU                     |

**ANTONIO JR. R. PASQUITO**

PSDS - DSO

