



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

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID – 2025 – 0776

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

Subject : **EMPOWERING COMMUNITIES OF PRACTICE: BUILDING UNITY, SUSTAINABILITY AND INNOVATION FOR LEARNING ADVANCEMENT AND KNOWLEDGE (BUSILAK) OF DIVISION AND DISTRICT LAC COORDINATORS**

Date : November 17, 2025

Attached is Regional Memorandum HRDD- 2025-284, dated November 13, 2025 informing the conduct of **EMPOWERING COMMUNITIES OF PRACTICE: BUILDING UNITY, SUSTAINABILITY AND INNOVATION FOR LEARNING ADVANCEMENT AND KNOWLEDGE (BUSILAK) OF DIVISION AND DISTRICT LAC COORDINATORS** on November 27-29, 2025, in a venue to be determined.

The participants to this activity are the following:

Maria Nenita G. Tuazon, PSDS- Division LAC Coordinator  
Honey Lyn P. Valentos, MTII- Manay NHS  
Ian Reggy B. Paring, MT II- Panabo City NHS  
Glorimie Egoy Ocon, MT 1, AOFloirendo NHS  
Maricel Daigdigan, T-1, So. Davao ES

The board and lodging of the participants shall be charged against Human Resource Development (HRD), while transportation, per diem and other incidental expenses relative to the participation to this activity shall be charged to the Division/School MOOE or any local funds, all subject to the usual accounting and auditing rules and regulations.

Teaching and non-teaching personnel who rendered services beyond regular working hours and the dates that fall on Saturday and/or Sunday shall be granted



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

Service Credits/ Compensatory Overtime Credits (COC) as per DepEd Order No. 13, s. 2024 and CSC-DBM Joint Circular No. 02, s. 2004, respectively.

Please refer to the attached Regional Memorandum for the other details.

For immediate dissemination to all concerned.

  
JINKY B. FIRMAN PhD, CESO VI  
Schools Division Superintendent 

  
RELEASED

10/18/2025

RECORDS SECTION, SDO PANABO CITY  
BY 

CID/jey/mngt



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.

RECORDED  
mailed  
11/14/25



Republic of the Philippines  
Department of Education  
DAVAO REGION

120836  
November 13, 2025

REGIONAL MEMORANDUM  
HRDD-2025-284

EMPOWERING COMMUNITIES OF PRACTICE: BUILDING UNITY, SUSTAINABILITY  
& INNOVATION FOR LEARNING ADVANCEMENT & KNOWLEDGE (BUSILAK)  
OF DIVISION & DISTRICT LAC COORDINATORS

To: Assistant Regional Director  
Schools Division Superintendents

1. This has reference to DepEd Order No. 35, s. 2016 and RM HRDD-2025-221, be informed that the Human Resource Development Division will conduct an innovation training, titled, BUSILAK: Building Unity, Sustainability and Innovation for Learning Advancement and Knowledge of Division and District LAC Coordinators on November 27-29, 2025, in a venue to be determined.
2. The participants are requested to confirm their attendance via <https://tinyurl.com/BUSILAKRegistration>. Their expected time of arrival will be on November 26, 2025. First meal to be served is dinner on Day 0, and the last meal will be afternoon snacks on Day 3, November 29, 2025. List of participants and other details are found in the enclosures.
3. The participants are advised to bring their own laptops, chargers, extension cords, and alternative sources of internet connectivity (pocket wifi, mobile data, etc.)
4. The board and lodging of the participants shall be charged against the Human Resource Development (HRD) Funds while transportation, per diem, and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. The participants are entitled to earn Service Credits when the training falls on Saturdays, Sundays, and Holidays in accordance with DO 53, s. 2003 "Granting of Vacation Service Credits to Teachers", and the non-teaching personnel is entitled to Compensatory Overtime Credit (COC). Further, teacher-participants shall adhere to Regional Memorandum No. 025, s. 2023, known as Regional Policy Guidelines in the Substitution of Classes and Granting of Service Credits to strengthen time on tasks and minimize disruption of classes.
6. For queries, email [hrddneapro11@gmail.com](mailto:hrddneapro11@gmail.com).
7. Immediate dissemination of this Memorandum is desired.

RECORDS SECTION  
RELEASED

ALLAN G. FARNAZO  
Director IV

Encl.: As stated  
ROH/brc

BY:

11/14/2025

1:17 PM

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

**BUSILAK:**

**Building Unity, Sustainability and Innovation for Learning Advancement and Knowledge of Division and District LAC Coordinators**

**LIST OF PARTICIPANTS**

<b>DAVAO CITY DIVISION</b>			
	<b>NAMES</b>	<b>DISTRICT/OFFICE</b>	<b>POSITION</b>
1.	JASMINE G. CAMILOTES	DIVISION LAC COORDINATOR	SEPS-HRD
2.	CHERRY U. LEDESMA	DAVAO CENTRAL	PRINCIPAL IV
3.	DONNA A. SOLLANO	TUGBOK EAST DISTRICT	PRINCIPAL III
4.	JANICE M. ILAGUISON	BUNAWAN DISTRICT	PRINCIPAL II
5.	MICHELLE M. PALMERA	TIBUNGCO DISTRICT	PRINCIPAL I
6.	MARY GERMAINE V. ALBERTO	BUHANGIN WEST DISTRICT	PRINCIPAL II
7.	AUBREY CRISTIAN J. DURA	MARILOG CENTRAL DISTRICT	PRINCIPAL II
8.	ARVIN P. VENTIC	CLUSTER 15	PRINCIPAL II
9.	JOANA MAE L. ROJAS	CLUSTER 2	PRINCIPAL I
10.	MARITES B. CHAN	CLUSTER 1	PRINCIPAL II
<b>TAGUM CITY DIVISION</b>			
11.	EDUARD MARK A. BAUTISTA	DIVISION LAC FOCAL	SEPS-HRD
12.	GERALDINE B. CANLAS	DISTRICT COORDINATORS	PSDS
13.	NILA L. DIGAL		PSDS
14.	DANIEL S. TABABA		PSDS
15.	MARIA ELENA C. FERIDO		PSDS
<b>PANABO CITY</b>			
16.	MARIA NENITA G. TUAZON	DIVISION LAC COORDINATOR	PSDS
17.	HONEY LYN P. VALENTOS	MANAY NHS	MT II
18.	IAN REGGY B. PARING	PANABO CITY NHS	MT II
19.	GLORIMIE EGOY OCON	SLAC COORDINATOR, A.O. FLOIRENDO NHS	MT I
20.	MARICEL M. DAIGDIGAN	SLAC COORDINATOR, SOUTHERN DAVAO ES	T I
<b>DAVAO DE ORO</b>			
21.	EMMANUEL B. CLARION	DIVISION LAC COORDINATOR	EPS-CID
22.	BELLA JOSIE T. LIMBAGA	BANAGBANAG ES MONTEVISTA DISTRICT	MT I
23.	MARY ROSE DERANO	TAGDANGUA ES PANTUKAN NORTH	MT I
24.	MERICRISCAR CAPITAN	NEW BATAAN NHS NEW BATAAN DISTRICT	MT I



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

25.	VIVIAN N. ZAFRA	LAAK CENTRAL SNED CENTER LAAK SOUTH DISTRICT	MT I
26.	ELAINE D. PONCE	AOSRNHS MACO NORTH DISTRICT	MT I
27.	ROXAN S. AMARANTO	TUPAS ES, MARAGUSAN EAST DISTRICT	MT I
28.	IGLEE M. OPISAN	SAN ANTONIO ES	MT II
<b>DAVAO DEL NORTE</b>			
29.	JUNE ANGELO A. MERCADO	DIVISION LAC COORDINATOR	EPS II
30.	MARLON G. EBRADO		PSDS
31.	ERNIE L. CAAS		PSDS
32.	BERNARDO F. BOYLES		PSDS
33.	ANA N. REDANIEL		PSDS
34.	DOMINIC M. DIZON		PSDS
35.	RONNIE PUBLICO		PSDS
36.	NOLI T. FELIPE		PSDS
<b>MATI CITY</b>			
37.	GINA G. SILVESTRE, PHD	DIVISION LAC COORDINATOR	EPS-CID
38.	SOL C. MARCIAL	MATI CENTRAL DISTRICT	PRINCIPAL I
39.	LADY LYN S. LINTUAN	MATI NORTH DISTRICT	PRINCIPAL I
40.	IRISH T. SAYSON	MATI NORTH DISTRICT	PRINCIPAL II
41.	MODEM O. DEMUA	MATI SOUTH DISTRICT	PRINCIPAL I
<b>IGACOS</b>			
42.	EVANGELINE C. BONGCAC	DIVISION LAC COORDINATOR	SEPS
43.	ELIZABETH LACORTE	BABAK DISTRICT	PRINCIPAL IV
44.	IVY C. PACANA	SAMAL DISTRICT	PRINCIPAL II
45.	EDILBERTO C. LAPAYA, JR.	KAPUTIAN DISTRICT	PRINCIPAL II
46.	JOAN M. BENOYA	TALICUD DISTRICT	PRINCIPAL II
<b>DAVAO ORIENTAL</b>			
47.	MARY GRACE Y. MERCADO	DIVISION LAC COORDINATOR	SEPS SGOD
48.	MANUEL P. VALLEJO	BAGANGA SOUTH DISTRICT	PSDS
49.	ERIC M. EVARDONE	GOV. GEN. NORTH DISTRICT	PRINCIPAL I
50.	JULIETA L. SUMALINOG	LUPON WEST DISTRICT	PSDS
51.	AR JAY NIÑO M. BAUTISTA	MANAY NORTH	PSDS
52.	VANESSA T. DUOT	BANAYBANAY DISTRICT	PSDS
53.	JOSEPHINE G. LASTRADO	CATEEL I DISTRICT	PSDS



Republic of the Philippines  
Department of Education  
DAVAO REGION

DAVAO OCCIDENTAL			
54.	IRINE C. MAHINAY	DIVISION LAC COORDINATOR	EPS
55.	JOVELIE C. BRANZUELA	SARANGANI DISTRICT	PRINCIPAL I
56.	JEFFREY CHARL D. LIGAN	JAS 2 DISTRICT	PRINCIPAL I
57.	PRECY N. NEW	DON MARCELINO DISTRICT	PRINCIPAL I
58.	GUILLERMO NAVAREZ JR.	MALITA SOUTH DISTRICT	HEAD TEACHER I
59.	ARGIE M. ABREGANA	MALITA EAST DISTRICT	HEAD TEACHER I
60.	LESTER GENE V. AREVALO	MALITA WEST DISTRICT	PRINCIPAL I
61.	RAVEN FRITZIE CERNAL	STA MARIA EAST DISTRICT	HEAD TEACHER I

DIGOS CITY DIVISION

62.	RONALD B. DEDACE	DIVISION LAC COORDINATOR	PSDS
63.	JERWIN GRANADA	DIGOS OCCIDENTAL DISTRICT	PRINCIPAL II
64.	RONALD B. DEDACE	DIGOS SOUTH DISTRICT	PSDS
65.	JAY PAUL CABURAL	MT. APO DISTRICT	PRINCIPAL I
66.	JULIUS CASTANARES	SECONDARY SCHOOLS	PRINCIPAL I

DAVAO DEL SUR DIVISION

67.	LEONORA LIZA DACILLO	DIVISION LAC COORDINATOR	EPS
68.	JIMMY REY O. CABARDO	BANSALAN EAST DISTRICT	PRINCIPAL I
69.	SHARYLL MAE A. ALBONA	MAGSAYSAY NORTH	PRINCIPAL I
70.	MICHAEL M. HERAMIZ	MALALAG	PRINCIPAL I
71.	ELENE MARIE A. GAMBOA	MATANAO I	PRINCIPAL III
72.	MERCY FE M. MOPAL	PADADA	PRINCIPAL III
73.	CARLITO D. RAMOS	STA CRUZ SOUTH	PRINCIPAL I

OFFICE	NO. OF PARTICPANTS
Learning Facilitators/Resource Facilitators	5
Regional PMT	5

MEAL SCHEDULE

Meals	Nov. 26, 2025	Nov. 27, 2025	Nov. 28, 2025	Nov. 29, 2025
	Day 0	Day 1	Day 2	Day 3
Breakfast		✓	✓	✓
AM Snacks		✓	✓	✓
Lunch		✓	✓	✓
PM Snacks		✓	✓	✓
Dinner	✓	✓	✓	