RELEASED
3-21-23
DepEd, Division of Pagadian City

20 March 2023

Division Memorandum
No. 41, s. 2023

3rd Professional Development on Instructional Leadership, Governance, and Administration (aka DIMANCOM) for CY 2023

To: Chief Education Program Supervisors) SGOD, CID
Public Schools District Supervisors) All Districts
All Principals/School Heads) All levels
Division Partnership Focal Person
Values Education and TLE Teachers
Others concerned

1. The Schools Division of Pagadian City will conduct its **3rd Professional Development on Instructional Leadership, Governance, and Administration (aka DIMANCOM) for CY 2023 on March 29, 2023.** The venue of the said activity will be announced in a separate memorandum.

2. The participants are the Schools Division Superintendent, Assistant Schools Division Superintendent, Chief Education Program Supervisors of CID and SGOD, Education Program Supervisors, Public Schools District Supervisors, all School Heads and Assistant School Principals *(Elementary, Junior High School, and Senior High School)*, selected Division personnel of CID, SGOD, and OSDS.

3. For further guidance, the following are enclosed:
Annex A- List of Participants
Annex B- Matrix of Activities

4. To ensure the safety and health protection of all participants, the minimum health standards and protocols shall be strictly observed.

5. School Heads are required to register first in the amount of P500.00 at the Division Cashier's Office on or before March 29, 2023. This amount, which may be charged against school MOOE, shall cover the expenses for one meal and two snacks.

6. Whereas, expenses incurred for the meals and snacks of Division Office personnel including the supplies shall be charged against Division MOOE/School Local Funds subject to the usual accounting and auditing rules and procedures.

7. For immediate dissemination and compliance.

MA. LIZA R. TABILON, EdD, CESO V
Schools Division Superintendent

cpacatz/Division Memorandum
Control No. ___/03/17/2023

ANNEX A: LIST OF PARTICIPANTS

SCHOOL HEADS			
1	PEDRITA H. BALDOZA	44	OSCAR L. ARUELO
2	SHIRLEY P. SUMUGAT	45	TERESITA T. ALCANTARA
3	GEMMA A. ALOTA	46	ELMER S. GALANG
4	EDSEL A. LAROT	47	ELIZER S. CAPAROSO
5	ZOLAIKA L. SUMUSOD	48	RENEN V. PUERTO
6	EDMAR A. SAMSON	49	CRISANTA C. YCOT
7	REYNALYN B. PASGALA	50	ANIE ROSE F. MELENDRES
8	LENIE P. MARQUEZ	51	JANET T. CORDOVA
9	SATURNINO D. ESPAÑOL	52	SHERWIN P. AMORES
10	WINEFREDO N. MABINI	53	ROMULO C. ESCULTOS, JR.
11	SHEILA B. LEONARDO	54	RAMIL P. VILLAREAL
12	MARILYN L. AMORES	55	ERNILO C. DOMINGO
13	CRESTINA T. PAROT	56	JESSEVIC D. BOLORON
14	ALNA A. LASALA	57	MARIA NANETTE M. BAÑARES
15	RODEL C. LEYSON	58	AUGUSTO T. GAVENIA
16	FE A. BIBANCO	59	ALBERTA S. ORTEGA
17	JERYL M. CASILAO	60	CONCEPCION B. DELA CRUZ
18	ELMER E. BUTAC	61	RONALD S. SAPONG
19	JONEL D. MARIBAO	62	CARMAE JOY. T. ARUELO
20	BABAI M. PANIOROTAN	63	ROMEL B. PUEBLAS
21	VALERIANO V. BARTE	64	ARNOLD C. CABANTUG
22	CHERRY F. ANITO	65	VIRGILIA Z. ANGHAD
23	ADELFA EMERALD D. MACAUMBANG	66	NILO N. VIADOR
24	LEILA Y. ABAYON	67	FERDINAND Q. ORIGENES
25	MERLIE SOPHIA A. TIGAM	68	JUN I. LEBUNFACIL
26	ANNABELLE C. ESPINOSA	69	JAPHET B. MONSION
27	WILFRED HOPE D. DAVID	70	ALMINDA C. ANTALAS
28	DOMIE C. MATA, JR.	71	REYDENTHOR L. SIRAD
29	AGUSTIN D. GALLEGOS	72	CLIFFORD AIKE M. ELIS
30	MA. ALITA T. CEÑO	73	ADRIANNE JAN T. LAYUGUE
31	FE M. BUTAC	74	JUNARD L. LLAGAS
32	RONALD O. UY	75	GUALBERTO V. CANOY JR.
33	HERWENA R. ALCOSEBA	76	MARY ANN M. DURAN
34	DULCE AMOR. A. GALVEZ	77	CHRISTIAN RAINIE Z. ANGHAD
35	SONIA A. FLORES	78	ALLAN M. GANDALIAO
36	MILAFEL P. ALMAZAN	79	JUVY P. MUNDO
37	FERNANDO S. BANGAYSISO	80	OIC Bentud Penukis
38	LALAINE R. BONILLA	81	OIC Lourdes ES
39	ELSA A. CLAROS	82	GLORIA V. PABINGWIT
40	MERCEDITA A. ORDENIZA	83	LUCILA H. PENALES
41	GRACE D. MARQUEZ	84	PENELOPE V. ROMANILLOS
42	JOMAR B. ALPECHE	85	NONA J. ONG
43	EVELYN M. VALDEZ	86	NATIVIDAD B. AUXTERO

DIVISION OFFICE PERSONNEL

	OSDS and OASDS
1	SDS Ma. Liza R. Tabilon
2	ASDS Ma. Colleen L. Emoricha
3	Atty. Henry S. Cariño II, CPA
4	AO V Emilia O. Zozobrado
5	Acct III Myrien Glie T. Mier
6	ITO Joel D. Baterna
7	Budget Officer Amie Q. Tomon
8	HRMO Carlos M. Fuerzas, Jr.
9	Cashier Raymond B. Daquio
10	Records Officer Jezreel M. Lopez
11	Supply Officer Suzette C. Sarausa
12	AO II Cheryl B. Pacatang
13	AO II Judith Mirasol A. Daan

	CID
1	CEPS CID Ma. Diosa Z. Peralta
2	EPS Serapion P. Cabatingan, Jr.
3	EPS Dexter Jones D. Fiel
4	EPS Jusere Ann C. Basaya
5	EPS Domingo D. Ompoco
6	EPS Araceli G. Cagadas
7	EPS Jovita S. Dugenia
8	EPS Hubert E. Patriarca
9	EPS Salem T. Uyag
10	EPS Cynthi a A. Cartojano
11	EPS James E. Marquez
12	PSDS Raquel R. Yap
13	PSDS Alelen Zinnia A. Pancho
14	PSDS Ludy P. Detalla
15	PSDS Thais A. Tardo
16	PSDS Eimie T. Aruelo
17	PSDS Jocelyn T. Perez
18	PSDS Juanito N. Cantila, Jr.
19	PSDS Janet S. Negoso
20	PSDS Theresa C. Tarranza
21	PSDS Bernardino E. Alviar
22	ADA VI Kent Garry G. Oberes

	SGOD
1	CEPS SGOD Ma. Madelene P. Mituda
2	EPS Sanny Boy I. Asim
3	SEPS-SMME Locke D. Jusay
4	DRRM-SocMobNet Teodora M. Ortiz
5	Planning Officer Reynaldo C. Nodado
6	SEPS Joseph O. Fulloso
7	PDO I Richard Van R. Trio
8	EPS II – HRDD Laverne S. Tarroza
9	Dr. Rypath F. Mollion
10	Engr. Alejandro N. Samonte
11	EPS II Honey Cher L. Altubar
12	Nurse II Rene M. Durias

	2. **ACCOUNTANT** *MOOE Releases and Liquidations*	**Myrien Glie T. MIer** **Accountant III**
	3. **LEGAL OFFICER** *Procedures on Grievance*	**Atty. Henry S. Cariño II, CPA** **Atty. III**
	4. **BUDGET OFFICER** *Budget Utilization MOOE*	**Amie Q. Tomon** **AO V, Budget Officer**
	5. **CASHIER**	**Raymond B. Daquio** **AO IV, Cashier**
	6. **RECORDS OFFICER** *Disposal of Old Files*	**Jezreel M. Lopez** **AO IV, Records Officer**
	7. **HRMO** *Reclassification*	**Carlos M. Fuerzas, Jr.** **AO IV, HRMO**
	8. **SUPPLY OFFICER**	**Suzette C. Sarausa** **AO IV, Supply Officer**
	9. **CID** *Input: Instructional Leadership*	**Maria Diosa Z. Peralta** **CEPS CID**
12:01-1:00 pm	**Lunch Break**	
1:01 – 4:00 pm	**Continuation..**	
	10. **ASDS** *PROCUREMENT*	**Dr. Ma. Colleen L. Emoricha, CESO VI** Assistant Schools Division Superintendent
	11. **SGOD**	**Ma. Madelene P. Mituda** CEPS SGOD
	12. **SEPS – SMME** *Provision of Technical Assistance to Schools (ZAMPENTAM)*	**Locke D. Jusay** SEPS-SMME
4:01 – 5:00 pm	**QAME/QATAME**	
	Announcement	
	Adjournment	
	Closing Prayer	

9:10 – 9:30 am	2. **ACCOUNTANT** *MOOE Releases and Liquidations*	**Myrien Glie T. MIer** **Accountant III**
9:30 – 9:50 am	3. **LEGAL OFFICER** *School Site*	**Atty. Henry S. Cariño II, CPA** **Atty. III**
9:50 – 10:10	4. **BUDGET OFFICER** *Budget Utilization MOOE*	**Amie Q. Tomon** **AO V, Budget Officer**
10:10 – 10:30	5. **RECORDS OFFICER** *Disposal of Old Files*	**Jezreel M. Lopez** **AO IV, Records Officer**
10:30 – 10:50	6. **HRMO** *Reclassification*	**Carlos M. Fuerzas, Jr.** **AO IV, HRMO**
10:50 – 12:00	7. **CID** *Input: Instructional Leadership*	**Maria Diosa Z. Peralta** **CEPS CID**
12:00-1:00 pm	**Lunch Break**	
	Continuation..	
1:00 – 1:40	8. **ASDS** *Procurement Process*	**Dr. Ma. Colleen L. Emoricha, CESO VI** Assistant Schools Division Superintendent
1:40 – 2:20	9. **SGOD**	**Ma. Madelene P. Mituda** CEPS SGOD
2:20 – 3:10	10. **SEPS – SMME** *Provision of Technical Assistance to Schools (ZAMPENTAM)*	**Locke D. Jusay** SEPS-SMME
3:10 – 4:00	11. **SocMobNet – DRRM**	**Teodora M. Ortiz** PDO II – DRRM
4:00 – 5:00 pm	**QAME/QATAME**	
	Announcement	
	Adjournment	
	Closing Prayer	