



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY



Office of the Schools Division Superintendent

February 5, 2025

DIVISION MEMORANDUM
No. 34, s. 2025

**ONBOARDING PROGRAM FOR NEWLY HIRED &
NEWLY PROMOTED EMPLOYEES OF SDO PAGADIAN CITY**

To: Assistant Schools Division Superintendent
SGOD and CID Chiefs
SDO Non-Teaching Personnel
All Others Concerned
This Division

1. In compliance to Civil Service Commission's Omnibus Rules Implementing Book V of Executive Order No. 292 and Other Pertinent Civil Service Laws that requires all new entrants in the government service to undergo the Induction, Orientation and Value Development Program, this Office will conduct an Onboarding Program for the newly hired and newly promoted employees on **February 18-19, 2025** from **8:00 a.m. to 5:00 p.m. within Pagadian City** (exact venue to be announced).
2. All newly hired and newly promoted employees are expected to attend the said program which aims to:
 1. Acquaint with the Code of Conduct and Ethical Standards for Public Officials and Employees;
 2. Internalize and apply the leadership skills and core behavioral competencies;
 3. Identify the duties and functions of the newly hired/newly promoted employees and up skills themselves;
 4. Acquaint with the Basic Customer Service Skills; and
 5. Appreciated the sharing of inputs from the facilitators and about the experiences of the participants.
3. Attached is the list of identified participants (enclosure 1).
4. For information, guidance, and compliance

DANNY B. CORDOVA, EdD, CESO V
Schools Division Superintendent

IJEADMINDM-2025-005



Department of Education, Pagadian City Division, San Jose Heights, San Jose, Pagadian City



depedpagadiancity



facebook.com/depdpagadiancity



pagadiancity@deped.gov.ph



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY

UEADMINProp2025-001

ENCLOSURE 1

**LIST OF PARTICIPANTS FOR THE 2-DAY ONBOARDING PROGRAM FOR NEWLY-HIRED/NEWLY PROMOTED EMPLOYEES OF SDO PAGADIAN
February 18-19, 2024**

NAME	POSITION	STATION/ASSIGNMENT
1. Leozel C. Abacahin	ADA IV	ZSNHS
2. Jerome D. Habon	AO II	Tawagan Sur NHS
3. Leojeanne Ricca S. Labang	DO II	Lala NHS
4. Bonnibie Mong	ADAS II	SDO
5. Kristine Zinrio Pancho	ADA VI	SDO
6. Sherilyn Berame	ADA VI	SDO
7. Robert Ian Ocena	ADAS II	ZSNHS
8. Erwin Quimpan	ADAS III	ZSNHS
9. Rosary Bonghanoy	ADASIII	SDO
10. James Carl T. Beseril	ADAS II	SDS
11. Mary Jane D. Lactuan	DO-II	Napolan NHS
12. Jenny T. Deocariza	Sr. Bkkpr.	Napolan NHS
13. Angelito D. Belecenia, Jr.	Adm. Officer III	Lala NHS
14. Bonniebie Q. Mong	ADAS III	SDO
15. Jeferson M. Agac-Ac	ADAS -II	SDS
16. Kristine Zinrio Pancho	ADAS I	SDS
17. Ermelhen O. Nebria	NURSE I	SDS
18. Novic C. Agac-Ac	ADAS II	Tuburan CES
19. Leojeane Ricca	DO II	Lala NHS
20. Philip Earl Pardo	ADA IV	ZSNHS
21. Orlan Glenn N. Maalam.	ADA IV	ZSNHS



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY

22. Dyan Angel R. Salabit	ADA-VI	DSO
23. Kylie Ann B. Bano	ADAS II	ZSNHS
24. Manny M. Manal	ADAS II	PCNHS
25. Warqueen F. Vedra	Nurse II	ZSNHS
26. Jusere Ann M. Basaya	EPS- Speaker	SDO
27. Jovita S. Dugenia	EPS - Speaker	SDO
28. Locke Jusay	SEPS - Speaker	SDO
29. Ermah Shiela L. Roble	EPS - Speaker	SDO
30. Ivy J. Estadilla	AO - Speaker	SDO
31. Carlos M. Fuerzas	AO IV-Speaker	SDO
32. Devine Grace D. Baluyot	AO II- Speaker	SDO
33. Mary Cris A. Cadungog	ADAS III- Speaker	SDO
34. Jesiel Chu	ADAS III -	SDO
35. Laverne S. Tarroza	EPS II - PMT	SDO
36. Carl Jun Ceniza	ADA VI - PMT	SDO
37. Locke D. Jusay	SEPS MME-QAME	SDO
38. Dr. Judith V. Romaguera, CESO VI	ASDS-Top Management	SDO
39. Dr. Danny B. Cordova, CESO V	SDS- Top Management	SDO