



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

Division Memorandum
 No. 348 s. 2024

KABLAAW: Recognition and Interface of DepEd Separated Employees cum Orientation of New Employees

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 School Heads of ISNHS, VNHSW and NES
 Division NEU President
 All Others Concerned

1. The Department of Education Quality policy statement ensures commitment to providing basic quality education through highly competent and committed officials, and teaching and non-teaching personnel.
2. To ensure that non-teaching personnel of this division remain highly competent, it is beneficial to provide an avenue for separated DepEd Employees to share their insights regarding DepEd Vigan.
3. Further, it will be beneficial for new DepEd Division Employees to have a deeper understanding and appreciation of their work.
4. Anent to this, the Schools Division of Vigan City will be conducting **KABLAAW: Recognition and Interface of DepEd Separated Employees cum Orientation of New Employees** on October 22, 2024, 1:00PM at SDO Conference Hall.
5. Attached are the List of Participants (Annex A) and the Program of Activities (Annex B) for your reference.
6. This memorandum shall serve as the locator slip of the participants.
7. Widest dissemination of this memorandum is desired.



VILMA D. EDA CESO V
 Schools Division Superintendent



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
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Annex A- List of Participants

LIST OF PARTICIPANTS

SEPARATED EMPLOYEES

No.	NAME	POSITION	SCHOOL/UNIT
1	Meynard Jerel Luczon	Project Development Officer II	CID
2	Raymart Tablante	Administrative Officer II	OSDS
3	Edzen Kaye Riotoc	Administrative Officer II	Vigan Central School
4	Kaymarc Ularte	Administrative Assistant III	OSDS
5	Jo Ann Paytoc	Administrative Assistant III	Nagsangalan ES
6	Dolly Gene Tenorio	Administrative Aide VI	OSDS
7	Norie Florendo	Administrative Aide IV	ISNHS-JHS
8	Mikee Cordero	Administrative Aide IV	ISNHS-JHS

NEW EMPLOYEES

No.	NAME	POSITION	SCHOOL/UNIT
1	Aldrich Quiocho	Project Development Officer II	CID
2	Ferdinand Flores	Administrative Officer II	OSDS
3	Janine Austine Rafanan	Administrative Officer II	Vigan National High School West
4	Jess Messiah Navarro	Administrative Assistant III	OSDS
5	Lealyn Martinez	Administrative Assistant III	Nagsangalan ES
6	Angelene Itchon	Administrative Aide VI	OSDS
7	Deus Molina	Administrative Aide IV	ISNHS-JHS
8	Kathleen May Bersola	Administrative Aide IV	ISNHS-JHS
9	Jonas Cu	Administrative Aide VI	OSDS
10	Karen Ghay Cu	Administrative Assistant III	OSDS
11	Bryan Portugal	Administrative Assistant I	OSDS
12	Nenita Alviar	Administrative Aide VI	OSDS
13	Clarence Pe Benito	Administrative Assistant III	OSDS
14	Denmark Tabuso	Administrative Assistant III	OSDS
15	Adelmar Paeta	Administrative Assistant III	OSDS
16	Milagros Paz	Administrative Assistant III	OSDS
17	Aphrodite Hope Martinez	Project Development Officer II	SGOD
18	Chriselle De Mesa	Education Program Specialist II	SGOD

TECHNICAL WORKING GROUP

Name	Position	Function
Vilma D. Eda, CESO V	Schools Division Superintendent	Consultant
Annie D. Pagdilao	Asst. Schools Division Superintendent	Consultant
Atty. Kim Tagorda	Administrative Officer V	Program Manager
Greatest Yeng Molina	Administrative Officer IV	Assistant Program Manager
Maria Bernadette Sarmiento	Administrative Officer IV	Assistant Program Manager
Jude Vincent Rosales	Administrative Assistant III	Secretariat
Eric Tapat	Information and Technology Officer III	Documenter
Mary Joy Suero	Administrative Officer V	NEU Representative
Grace Castaneda	Principal II	QAME



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Annex B- Program of Activities

PROGRAM OF ACTIVITIES

- | | |
|---|--|
| I. Preliminaries | Audio Visual Presentations |
| II. Welcome Remarks | ATTY. KIM R. TAGORDA
Administrative Officer V |
| III. Panel Discussion | |
| 1. Meynard Jerel Luczon | Former Project Development Officer II |
| 2. Raymart Tablante | Former Administrative Officer II |
| 3. Edzen Kaye Riotoc | Former Administrative Officer II |
| 4. Dolly Gene Tenorio | Former Administrative Aide VI |
| 5. Norie Florendo | Former Administrative Aide IV |
| 6. Mikee Cordero | Former Administrative Aide IV |
| 7. Kaymarc Ularte | Former Administrative Assistant III |
| 8. Jo Ann Paytoc | Former Administrative Assistant III |
| IV. Interface with Separated Employees | |
| V. Awarding of Tokens and Certificates | SDO Officials and NEU President |
| VI. Message | VILMA D. EDA, CESO V
Schools Division Superintendent |

Facilitators: Greatest Yeng C. Molina, Administrative Officer IV
Maria Bernadette Sarmiento, Administrative Officer IV



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