



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
OSDS-2024-0025

TO : **ALL CONCERNED**

FROM : By the Authority of the Schools Division Superintendent:

**LANI B. YURONG**  
Administrative Officer V  
Office-In-Charge

SUBJECT : PRE-DEPLOYMENT/ONBOARDING ORIENTATION

DATE : January 10, 2024

1. This Office through the SGOD-HRDS and HRMU shall conduct the Pre-deployment/Onboarding Orientation on Tuesday, January 16, 2024 at 8:30 in the morning at 3<sup>RD</sup> Floor SDO Conference Room.
2. The activity aims to orient the participants on Agency's Mission, Vision, Office Policies, Benefits, KRA and on the HR System.
3. The concerned Public Schools District Supervisors/District-In-Charge/Caretaker are directed to inform the identified proposed teaching personnel of their attendance of the above mentioned activity.
4. Please refer to enclosure for the List of Program Management Team and participants.
5. Immediate dissemination of this Memorandum is desired.

Encl.: As stated.

NCO/MKP-JMA-NLR/AdS/RY/JAD/maryann

10 JAN 2024



Kagawaran Avenue, Capitol Area, Daro, Dumaguete City  
Telephone Nos.:(035)225-2838 / 225-2376 / 422-7644



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**PROGRAM MANAGEMENT TEAM (PMT)**

**CONSULTANTS:**

- |    |                                  |                                 |
|----|----------------------------------|---------------------------------|
| 1. | Dr. Neri C. Ojastro, EdD, CESO V | Schools Division Superintendent |
| 2. | Dr. Nilita L. Ragay              | CES-CID, OIC-ASDS               |
| 3. | Dr. Marcelo K. Palispis          | OIC-ASDS                        |
| 4. | Dr. Joelyza M. Arcilla           | OIC-ASDS                        |
| 5. | Dr. Rachel B. Picardal           | CES-SGOD                        |

**FACILITATORS:**

- |    |                      |  |
|----|----------------------|--|
| 1. | Iryll Mae S. Macahig | Senior Education Program Specialist    |
| 2. | Geraldine B. Olmillo | Education Program Specialist II (HRDS) |
| 3. | Lani B. Yurong       | Administrative Officer V               |
| 4. | Jian A. Diaz         | Administrative Officer IV (HRMO)       |

**TECHNICAL WORKING GROUP (TWG):**

- |    |                      |                             |
|----|----------------------|-----------------------------|
| 1. | Roy M. Cadinás       | Administrative Assistant II |
| 2. | Gemmaly B. Villarejo | Administrative Officer II   |
| 3. | Mary Ann L. Balambao | Administrative Aide I       |
| 4. | Niñonito D. Divino   | Administrative Aide VI      |



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## PARTICIPANTS

(Proposed Personnel for Pre-deployment/Onboarding)

### Teaching Position

Name	Position	District
1 Deguitos, Danica T.	Teacher II-SHS	Ayungon I
2 Alido, Eljoy B.	Teacher I	Ayungon II
3 Cabildo, Lianeza C.	Teacher I	Ayungon II
4 Calijan, Er Johanne C.	Teacher I	Ayungon II
5 Eladio, Vergie C.	Teacher I	Ayungon II
6 Renee Lyn P. Escabarte	Teacher II-SHS	Ayungon II
7 Palumar, Jorem A.	Teacher I	Bindoy I
8 Flores, Matflor C.	Teacher I	Bindoy I
9 Dy, Monica C.	Teacher I	Bindoy II
10 Bernandez, Xerex Vincent	Teacher II-SHS	La Libertad I
11 Yuson, Chaira Claire C.	Teacher I	Manjuyod I
12 Lopez, Mercury S.	Teacher I	Manjuyod I
13 Tresquio, Joenero C.	Teacher I	Tayasan I
14 Silva, Chezka Louize C.	Teacher II-SHS	Tayasan I
15 Epan, Ailyn G.	Teacher I	Tayasan II
16 Bordago, Mayette C.	Teacher I	Jimalalud I
17 Gonzales, Lydie Mae S.	Teacher I	Jimalalud I
18 Entera, Racheal S.	Teacher II-SHS	Jimalalud II
19 Gervacio Jr. Teodoro B.	Teacher I	NOHS
20 Gallarde, Reenaferli	Teacher I	NOHS
21 Caluyo, Marlito C.	Teacher I	Sibulan I
22 Belimac, Cathay D.	Teacher I	San Jose
23 Zerna, Lourdes T.	Teacher I	San Jose
24 Silva, Rowena G.	Teacher II	Mabinay II
25 Empiales, Ronna Liza S.	Teacher I	Mabinay III
26 Dinglasa, Honey Joy R.	Teacher I	Mabinay IV
27 Esogon, Ailene P.	Teacher I	Sta. Catalina II
28 Pis-an, Gino Roy P.	Teacher I	Sta. Catalina III
29 Lomondot, Sarah Mae C.	Teacher I	Sta. Catalina III
30 Taburada, Edwin	Teacher I	Sta. Catalina III
31 Napao, Rodiza A.	Teacher I	Sta. Catalina III
32 Pandongan, Milky Joy B.	Teacher I	Sta. Catalina IV
33 Luna, Stella Mary R.	Teacher I	Sta. Catalina IV
34 Capitan, Vangelyn M.	Teacher II-SHS	Siaton I
35 Mora, Mary Dan P.	Teacher I-Reemployment	Siaton II
36 Egera, Janet M.	Teacher I	Siaton III
37 Romero, Charlen Joy E.	Teacher I	Siaton IV
38 Fegidero, Cherry Mae L.	Teacher I	Siaton IV
39 Macahig, Andrica Cerisse J.	Teacher I	Siaton IV