



# DepEd – DIVISION OF QUEZON


Sitio Fori, Brgy. Talaipan, Pagbilao, Quezon  
Call # 09175824627 or at [www.depedquezon.com.ph](http://www.depedquezon.com.ph)  
"Creating Possibilities, Inspiring Innovations"



Registration Number:  
QAC/R63/0216

## UNNUMBERED MEMORANDUM

**TO:** Assistant Schools Division Superintendents, SGOD/CID Chiefs, Public Schools District Supervisors, Secondary School Head In-Charge of Migration Program, District Focal Person on School-Based Program on Migration, All Others Concerned

**FROM:**  **MERTHEL M. EVARDOME, CESO VI**  
Schools Division Superintendent

**SUBJECT:** RE- ORIENTATION AND PLANNING MEETING ON SCHOOL- BASED PROGRAM ON MIGRATION

**DATE :** July 2, 2019

This office announces the conduct of re-orientation and planning meeting on School-Based Program on Migration on July 22, 2019, 8:00 a.m. to 5:00 p.m. at M.I. Sevilla's Farm and Resort, Brgy. Domoit, Lucena City.

This activity aims to ensure that all the School-Based Program on Migration will contribute to the long-term development of both the migrant workers and their children in school. After its pilot implementation last school year, a need to conduct re-orientation meeting is a must in order to capacitate fully on the utilization of the modules for School-Based Migration. Alongside with this, planning sessions will also be conducted in order to have a uniform program of its implementation in the division.


Participants to this will be two (2) representatives per district, the School Head In-Charge of Migration Program and the Focal Person for School-Based Program on Migration. Attendees are requested to bring laptop and extension cords.

The following schools are requested to prepare a 5 minute video presentation of their best practices in the implemetation of school-based migration program during the last school year:

- Lopez National Comprehensive High School
- Atimonan National Comprehensive High School
- Quezon National High School

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<b>UPLOADED</b>	
Date/Time:	7-2-19
By:	Rommel
Ref. no.	199





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Paaralang Sekundarya ng Lucban Integrated School  
Infanta National High School

There will be no registration fee, food and training expenses are charged to HRTD fund and travel expenses are chargeable against School MOOE or local funds subject to usual government accounting rules and regulations.

Immediate and widest dissemination of this Memorandum is desired.

smn/gca06/28/2019

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## PROGRAM OF ACTIVITIES

Time	Activity	In-Charge
7:00 - 8:00 a.m.	<b>Registration</b>	Ms. Cristy Mercado Mr. Iris Mente
8:00 - 8:30 a.m.	<b>Program Preliminaries</b>  National Anthem Doxology CALABARZON Hymn Quezon Hymn  <b>Welcome Remarks -</b> Elizabeth M. De Villa, SGOD Chief  <b>Statement of Purpose -</b> Gilbert C. Alva, EPS II - SocMoNet	Ms. Marina T. Dalay, Emcee
8:30 - 12:00 nn	<b>Inspirational Message</b> Merthel M. Evardome, CESO VI Schools Division Superintendent  <b>Program Proper</b>  <b>Sharing of Best Practices</b> Lopez National Comprehensive High School  Atimonan National Comprehensive High School  Quezon National High School  Paaralang Sekundarya ng Lucban Integrated School  Infanta National High School  <b>Revisiting the Lesson Exemplars</b> Zenaida V. Rellama	Leonisa C. Talero  Marina T. Dalay  Zenaida V. Rellama  Natalia E. Villamater  Grace L. Tena

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12:00 - 1:00 p.m.	Lunch Break	
1:00 - 4:00 p.m.	<b>Planning Meeting on the Implementation of School-Based Program on Migration for S.Y. 2019-2020</b>	Gilbert C. Alva, Facilitator
	<b>Crafting of Monitoring Tool for the School-Based Program on Migration and Documentation</b>	Paul Clifford N. Marquez, Facilitator
	<b>Presentation of Output</b>	
	<b>Closing Program</b>	
	<b>Closing Remarks</b> Paul Clifford N. Marquez SEPS - SocMoNet	
	<b>Awarding of Certificates</b>	

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## AUTHORITY TO TRAVEL (within the Division – for Field Office use)

Document Tracking No.: [Click or tap here to enter text.](#)

Date: July 2, 2019

### NAME OF OFFICIAL/ EMPLOYEE AND DESIGNATION:

#### First District:

Darryl Vidal	-	School Head
Felix M. Alegre	-	School Head
Rene L. Portades	-	School Head
Reynaldo V. Nanong	-	School Head
Lawrence C. Consul	-	School Head
Elmer C. Ravina	-	School Head
Caridad C. Grifnaldo	-	School Head
Melba G. Gonzales	-	School Head
Gina Avellaneda	-	School Head
Rosalie A. Salgo	-	School Head
Ruben B. Lladone Jr.	-	School Head
Janet N. Suaverdez	-	School Head
Yoleny R. Portales	-	School Head
Heidi M. Empino	-	School Head
Oscar Navarro	-	Focal Person
Gerka Layana A. Acorda	-	Focal Person
Grace D. Tena	-	Focal Person
Lea Villamater	-	Focal Person
Rommel Cuento	-	Focal Person
Sheralyn F. Ostonal	-	Focal Person
Rosemarie Nolasco	-	Focal Person
Charene Escobal	-	Focal Person
Rodelia A. Reyes	-	Focal Person
Ines D. Callejo	-	Focal Person
Jocelyn G. Cootauco	-	Focal Person
Benedicto Portales	-	Focal Person
Amy R. Intia	-	Focal Person
Shirly P. Calubayan	-	Focal Person

#### Second District:

Nelia B. Espiritu	-	School Head
Buenaventura D. Luces	-	School Head
Ricardo L. De Guzman	-	School Head
Geronimo Z. Reyes Jr.	-	School Head
Jonna Gariguez	-	School Head

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Alicia P. Mercado	-	School Head
Nadel C. Barin	-	School Head
Lea L. Lopez	-	School Head
Adriane Rose A. Echalar	-	Focal Person
Maria Alma L. Manalo	-	Focal Person
Marissa G. Javier	-	Focal Person
Aida Lalusin	-	Focal Person
Esperanza Villa	-	Focal Person
Leonora Zaracena	-	Focal Person
Jane Villarosa	-	Focal Person
Mary Grace Landicho	-	Focal Person
Zenaida V. Rellama	-	Facilitator
Cristy Mercado	-	TWG Member

### Third District:

Luningning R. Mendoza	-	School Head
Allen Lee P. Sual	-	School Head
Maria Violeta D. Elises	-	School Head
Araceli T. Zurbito	-	School Head
Nida B. Basila	-	School Head
Melecia C. Cueto	-	School Head
Jennifer E. Ayapana	-	School Head
Leonila A. Dayag	-	School Head
Ruth B. Son	-	School Head
Loradel B. Romano	-	School Head
Jomar P. Majadillas	-	School Head
Teodisio F. Lakian	-	School Head
Marina R. Abueva	-	School Head
Brigitte M. Gabrido	-	Focal Person
Charie S. Marcaida	-	Focal Person
Jessica Red Figuerra	-	Focal Person
Marion Gay M. Esplana	-	Focal Person
Mildred A. Samadan	-	Focal Person
Lorena Ilag	-	Focal Person
Divina S. Pardito	-	Focal Person
Owen Montero	-	Focal Person
Jackylyn N. Robles	-	Focal Person
Reynante Genovana	-	Focal Person
Maria Cecilia A. Organo	-	Focal Person
Ricky P. Manga	-	Focal Person

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### Fourth District:

Gregorio I. Racelis	-	School Head
Joseph C. Hinanay	-	School Head
Marilou T. Banal	-	School Head
Emilyn C. Medrano	-	School Head
Emily Paz N. Tan	-	School Head
Leilani A. Pregellana	-	School Head
Cecile C. Albos	-	School Head
Jean H. Villela	-	School Head
Calixto S. Blazo	-	School Head
Wilmor I. Empreso	-	School Head
Siony A. Gabotero	-	School Head
Sighlie M. Regodon	-	School Head
Salve M. Hosain	-	School Head
Mario Lourdecito S. Nuera	-	School Head
Gilberto O. Gratuito	-	School Head
Benita C. Valdez	-	School Head
Hilda M. Ursolino	-	Focal Person
Marina T. Dalay	-	Focal Person
Jessa Odonon	-	Focal Person
Maria Fe M. Anonuevo	-	Focal Person
Joan B. Maceda	-	Focal Person
Jessica Bernadette Alcantara	-	Focal Person
Sarah Jane M. Balmes	-	Focal Person
Aire V. Salamat	-	Focal Person
Vigiline A. De Vera	-	Focal Person
Maria Dominga L. Desembrana	-	Focal Person
Leonisa C. Talero	-	Focal Person
Elmer Cataytay	-	Focal Person
Maria Isabel S. Gunida	-	Focal Person
Gina F. Capanzana	-	Focal Person
Mark Anthony Tabunan	-	Focal Person
Sarah Almonte	-	Focal Person

**PURPOSE:** To attend the Re-Orientation and Planning Meeting on School-based program on Migration.

**DESTINATION:** M.I Sevilla's Farm and Resort, Brgy. Domoit, Lucena City

**PERIOD OF TRAVEL:** June 22, 2019

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### TRAVEL IS ON:

- Official Business
  - Cash Advance
  - Reimbursement
- Official Time  
(NO EXPENSE to be incurred by the Division Office/School)

### SOURCE OF FUND:

*(if on Official Business)*

- Division Fund
- LSB Fund
- School MOOE
- Others (Pls. specify)

### ESTIMATED EXPENSE/S:

Registration Fee: n/a  
 Transportation:  
 Travel Allowance:  
     On Travel Time only  
     Full Allowance

**TOTAL ESTIMATED EXPENSES:**


### REQUESTED BY:

  
**ELIZABETH M. DE VILLA**  
 (Chief, SGOD)

### RECOMMENDING APPROVAL:

N/A

### APPROVED BY:

  
**GERLIE N. ILAGAN**  
 Chief Education Program Supervisor  
 OIC - OASDS  
 In-Charge

### REMARKS (IF ANY):

N/A

