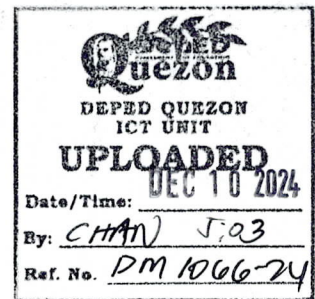




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



10 December 2024

DIVISION MEMORANDUM
DM No. 1066 s. 2024

**OCCUPATIONAL SAFETY ORIENTATION AND SKILLS TRAINING FOR
NON-TEACHING AND SDO PERSONNEL**

TO: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisor
Public Elementary and Secondary School Heads
All Others Concerned

1. In accordance with **R.A. No. 10121** also known as the **Philippine Disaster Risk Reduction and Management Act of 2010**, this office announces the conduct of the **Occupational Safety Orientation and Skills Training for Non-Teaching and SDO Personnel** on **December 12-13, 2024** at Amana Waterpark, Santisima Trinidad St. Bagong Barrio, Pandi, Bulacan. Please see **Enclosure 1 for the List of Participants**.
2. Departure from SDO Quezon will be on December 12, 2024. Please see **Enclosure 2 for the Travel Itinerary**.
3. This will be a 2-day live-in activity. Meals, accommodation, and transportation for all participants will be charged to the 2023 Division DRRM Fund while other incidental expenses will be charged to the School Maintenance and Other Operating Expenses (MOOE) subject to the usual accounting and auditing procedures.
4. Immediate and widest dissemination of this Memorandum is highly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

drmapr/12/10/2024
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ENCLOSURE NO. 1 of DM No. 1066 s. 2024

**List of Participants for the Occupational Safety Orientation and
Skills Training for Non-Teaching and SDO Personnel
December 12-13, 2024**

No.	Name	Position	Station
1	Rommel C. Bautista, CESO V	Schools Division Superintendent	SDO - OSDS
2	Venus T. Balmedina, EdD	OIC-Assistant Schools Division Superintendent	SDO - ASDS
3	Joepi F. Falqueza	Assistant Schools Division Superintendent	SDO - ASDS
4	Roselyn Q. Golfo	OIC-Assistant Schools Division Superintendent	SDO - ASDS
5	Juanito A. Merle	Chief, Education Program Supervisor	SDO - SGOD
6	Raul R. Agaran	Education Program Supervisor	SDO - SGOD
7	Jemaica V. Alvarez	Administrative Aide VI	SDO - SGOD
8	Jessica C. Mendoza	Administrative Assistant II	SDO - SGOD
9	Arvin P. Repaso	Project Development Officer II	SDO - SGOD
10	Ramir O. Arbolente	Engineer III	SDO - SGOD
11	Sharmaine G. Cortas	Engineer	SDO - SGOD
12	Daniel I. Hutamares, Jr.	Engineer	SDO - SGOD
13	Gian Carlo O. Pardilla	Engineer	SDO - SGOD
14	Regina V. Marino	Senior Education Program Specialist	SDO - SGOD
15	Leah A. Perez	Education Program Specialist II	SDO - SGOD
16	Lea M. Abejo	Administrative Assistant II	SDO - SGOD
17	Alma M. Quiambao	Administrative Assistant III	SDO - SGOD
18	Michelle G. Duma	Senior Education Program Specialist	SDO - SGOD
19	Mary Joyce P. Salamat	Education Program Specialist II	SDO - SGOD
20	Paul Clifford N. Marquez	Senior Education Program Specialist	SDO - SGOD
21	Maria Bernadit M. Tupas	Education Program Specialist II	SDO - SGOD
22	Mark Angelo M. Tiusan	Project Development Officer I	SDO - SGOD
23	Hazel Ann S. Camo	Project Development Officer I	SDO - SGOD
24	Rommel T. Oczon	Project Development Officer I	SDO - SGOD
25	Floriciel R. Lagos	Project Development Officer I	SDO - SGOD
26	Clark H. Cadiz	Administrative Support II	SDO - SGOD
27	Liezel Alcala	Administrative Support II	SDO - SGOD
28	Amy T. Misa	Administrative Aide VI	SDO - SGOD
29	Fernando T. Seño, DEM	Education Program Supervisor	SDO - CID

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30	Marinel I. Obmerga	Administrative Aide VI	SDO - ASDS
31	Layla Anna B. Magtangob	Administrative Assistant III	SDO - Admin
32	Apollo B. Salanguit	Administrative Assistant II	SDO - Cash
33	Mark Roe M. Esmerna	Administrative Aide VI	SDO - PAR
34	Frederick Sanchez	Administrative Aide VI	SDO - Procurement
35	Aira May C. Perez	Administrative Assistant III	SDO - Records
36	Penelope Ann A. Villaflores	Administrative Aide VI	SDO - Legal
37	George D. Aguila	Administrative Officer IV	SDO - Supply
38	Ruel L. Driz, Jr.	Administrative Aide VI	SDO - Supply
39	Wennie O. Gaela	Administrative Officer IV	SDO - Personnel
40	Gemma R. Radan	Administrative Assistant III	SDO - Personnel
41	Rowena M. Romey	Administrative Assistant II	SDO - Personnel
42	Michelle J. Salvador	Administrative Assistant III	SDO - Personnel
43	Richelle P. Villamor	Administrative Aide VI	SDO - Personnel
44	Therese Jeanne T. Reyes	Administrative Assistant III	SDO - Personnel
45	Rodelio M. Esmerna, Jr.	Administrative Officer II	SDO - Personnel
46	Armella J. Aleman	Administrative Assistant I	SDO - Personnel
47	Carlos J. Sanchez	NEU-Quezon President	Recto
48	Moses O. Dimaculangan		Recto
49	Lourdes A. De Mesa		Recto
50	Almira R. Agaran		Recto
51	Vivien D. Sayat		Recto
52	Jocelyn C. Fontanilla		GMTISAT
53	Apple Q. Agoncillo		GMTISAT
54	Girly N. Gutierrez		GMTISAT
55	Lecyl Rocha		GMTISAT
56	Airen G. Lualhati		GMTISAT
57	Rebecca Valiente		Gumaca Sub-Office
58	Jelanie Oriña		Quezon NHS
59	Josephine Soriano		Quezon NHS
60	Carlos R. Veniegas		Quezon NHS
61	Otilla N. Anat		Quezon NHS
62	Lorelene B. Blanquiza		Quezon NHS
63	Leonilyn Crisostomo		INHS
64	Rosalie Conchada		PSHN
65	Rodolfo Allan Cornejo		Lutucan
66	Pepito Paderon		Lutucan
67	Glazel A. Capa		Lusacan NHS
68	Thelma E. Ella		Lusacan NHS

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69	Medel Garcia		Calauag
70	Lourdes Mayuga		Talipan
71	Emelou Severino		Dagatan NHS
72	Melody U. Roda		Dagatan NHS
73	Jayson Jeniosa		Burdeos NHS
74	Reivall Valiente		Gumaca NHS
75	Rica Chiara Ricafrente		Gumaca NHS
76	Rowena Asinas		Gumaca NHS
77	Honorio Enaje		Gumaca NHS
78	Edberto Ibarra		Gumaca NHS
79	Ma. Isabel Priscilla R. Endiafe		Buenavista NHS
80	Ailen M. Las Piñas		Buenavista NHS
81	Jeric G. Pelobello		Binay ES
82	Danna Kate Miko G. Uy		
83	Gerlie Vendiola		
84	Jay Isaac Datinggaling	Administrative Officer II	
85	Edwin L. Bonquin		
86	Mark Anthony Maming	Administrative Officer II	Real District
87	Vincent Al Spencer Murcia	Administrative Officer II	Burdeos District
88	Arlene Tolentino	Administrative Officer II	Pagbilao I District
89	Sarah Oczon	Administrative Officer II	Pagbilao I District
90	John Brynard E. Jardin	Administrative Officer II	Lucban District
91	Marren A. Brucal	Administrative Officer II	Dolores District
92	Florencia A. Lagarile	Administrative Officer II	Sariaya East District
93	Claudine Gayle Almendras	Administrative Officer II	Sariaya West District
94	Yeza Ballestra	Administrative Officer II	San Antonio District
95	Cris Pabillar	Administrative Officer II	Candelaria East District
96	Hector C. Laurio	Administrative Officer II	San Narciso II District
97	Sheeka Diola	Administrative Officer II	Catanauan I District
98	Janelle De La Cruz	Administrative Officer II	Catanauan I District
99	Reylan Ranillo	Administrative Officer II	Agdangan District
100	Paul Harvey Martinez	Administrative Officer II	Gumaca West District
101	Rosvyl Claudia Esposito	Administrative Officer II	Atimonan I District
102	Paul Marvin Samson	Administrative Officer II	Lopez West District
103	Diane T. Tolentino	Administrative Officer II	Calauag East District
104	Nicole T. Chito	Administrative Officer II	Guinayangan North District
105	Honelyn P. Besas	Project Development Officer	

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106	Altamiel Athens P. Evangelista	Project Development Officer	
107	Aljon V. Mendoza	Project Development Officer	
108	Carl Lenin P. Penales	Project Development Officer	
109	Glenda P. Verdan	Project Development Officer	
110	Contessa P. Calzado	Project Development Officer	
111	Ivy Marie L. Tugawin	Project Development Officer	
112	Charlito Q. Camacho, Jr.	Project Development Officer	
113	Marvin A. Bustamante	Project Development Officer	
114	Mary Rose G. Pantoja	Project Development Officer	
115	Harlen Jane L. Magno	Project Development Officer	
116	Armen Deseo	Project Development Officer	
117	Aldrin A. Jamero	Project Development Officer	
118	Wilfredo Jay R. Peras	Project Development Officer	
119	Diana B. Jose	Project Development Officer	
120	Racel A. Delos Reyes	Project Development Officer	
121	Aldrin F. Malupa	Project Development Officer	
122	Angela Khristine M. Abila	Project Development Officer	
123	Akimi Therese M. Asano	Project Development Officer	
124	Mark Arjay R. Castro	Project Development Officer	
125	Harold Christian P. Aguilar	Project Development Officer	
126	Marivic P. Endique	Project Development Officer	
127	Mherian M. Acompañado	Project Development Officer	
128	Shara S. Garcia	Project Development Officer	
129	Reyniel M. Bandillo		Paiisa NHS
130	Darlene Sharmaine G. Ambida		Paiisa NHS
131	Marie Antonette E. De Los Reyes		Paiisa NHS
132	Mark Lester T. Bilog		Paiisa NHS
133	Guierson S. Garcia		Real Sub-Office
134	Lara Joy R. Coronacion		Real Sub-Office
135	Nenita M. Orejola		Real Sub-Office
136	Gloria Magtibay	Administrative Officer II	Pagbilao I District
137	Ma. Christine Joyce N. Dudas	Administrative Officer II	Candelaria West District
138	Reynaldo Reyes	Administrative Officer II	Catanauan I District
139	Antonette Abistado	Administrative Officer II	Macalelon District
140	Arven Veluz	Administrative Assistant II	San Francisco I District
141	Univerze V. Arellano	Administrative Officer II	Candelaria West District

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142	Jovelyn S. Jabola	Administrative Officer II	Candelaria West District
143	Renz Steven Pines	Administrative Assistant II	San Francisco District
144	Vanie S. Romantico	Administrative Officer II	Panukulan District
145	Aichell D. America	Administrative Officer II	Panukulan District
146	Jessa L. Fuertez	Administrative Officer II	Panukulan District
147	Mayden S. Bodino	Administrative Officer II	Panukulan District
148	Michelle M. Tañang	Administrative Officer II	Candelaria West District
149	Lerna A. Mapaye	Administrative Officer II	Plaridel District
150	Romeo R. Perez	Administrative Officer II	Mauban North District
151	Rexcia Maria B. Baldeo	Attorney III	SDO - Legal

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ENCLOSURE NO. 2 of DM No. 1066 s. 2024

**Travel Itinerary to Amana Waterpark, Santisima Trinidad St.
Bagong Barrio, Pandi, Bulacan**

	Date	Time	Activities
DAY 1			
1	December 12, 2024	2:00 AM	Assembly at DLTB Bus Station
2	December 12, 2024	2:30 AM	Departure to Pandi, Bulacan
3	December 12, 2024	7:00 AM	ETA at Pandi, Bulacan
4	December 12, 2024	8:00 AM - 8:30 AM	Opening Program
5	December 12, 2024	8:31 AM - 5:00 PM	Training Proper on Occupational Safety and Health
DAY 2			
6	December 13, 2024	8:00 AM - 11:00 AM	Training Proper on Fire Fighting
7	December 13, 2024	11:01 AM - 12:00 PM	Lunch
8	December 13, 2024	12:01 PM	Departure to Pagbilao, Quezon

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