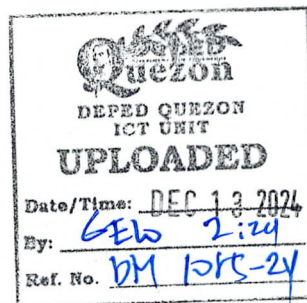




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



12 December 2024

DIVISION MEMORANDUM

DM No. 1085, s. 2024

**2024 YEAR-END ACCOMPLISHMENT REVIEW AND PERFORMANCE APPRAISAL
AND PLANNING CONFERENCE FOR CY 2025**

To: Assistant Schools Division Superintendents
Chief (CID and SGOD)
Education Program Supervisors and Specialists
Public Schools District Supervisors
Division Office Personnel
Elementary and Secondary School Heads
All Others Concerned

1. In relation to DepEd's Results-Based Performance Management System (RPMS) and our continuous pursuit of excellence, this Office will conduct the 2024 Year-End Accomplishment Review & Performance Appraisal and Planning Conference for CY 2025 on December 19-20, 2024, at M.I. Sevilla's Resort and Hotel, Brgy. Domoit, Lucena City.
2. This activity aims to provide a comprehensive evaluation of the accomplishments and performance of 2024, identify key areas for improvement, and collaboratively develop actionable plans and strategies aligned with the goals for CY 2025. Specifically, it aims to:
 - a. review the Individual Performance Commitment Review Form (IPCRF) culled from the Division Education Development Plan (DEDP) aligned with the KRAs of the SDO personnel and make necessary adjustments to improve the delivery of basic services,
 - b. analyze and evaluate 2024 performance data to identify achievements, challenges, and trends across all sections,

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- c. facilitate discussions to share best practices, lessons learned, and innovative solutions for overcoming challenges,
 - d. develop collaborative strategies and initiatives to address identified gaps and enhance performance in CY 2025,
 - e. establish clear, measurable objectives and action plans aligned with organizational goals for the upcoming year,
 - f. strengthen professional relationships and teamwork through collaborative planning sessions and open dialogue.
3. Participants in this activity are Division Office Personnel including Public Schools District Supervisors, Nurses, and Sub-Office Personnel listed in Enclosure 1. Functional divisions and sections in the division office handling frontline or critical processes are expected to designate personnel to form a skeletal workforce, ensuring the uninterrupted delivery of services.
 4. Functional Division Chiefs, together with their Section/Unit Heads, are tasked to prepare a 5-10 minute video or PowerPoint presentation showcasing their accomplishments aligned with their KRAs and office performance. The presentation should include an analysis of gaps between targets and accomplishments, as well as proposed strategies for moving forward in FY 2025 for each functional divisions. Kindly refer to Enclosure 2 for the scheduled presentation.
 5. Participants are expected to arrive at the venue before 9:00 a.m. on December 19, 2024, as the opening program will commence promptly at this time wearing any DepED shirt and pants. The first meal to be served is AM Snack.
 6. As part of this significant activity, we will also hold a Season of Love and Thanksgiving Celebration with the theme **“Handog ng Pasko: Pagmamahalan, Bayanihan at Kapayapaan”** on December 20, 2024 to recognize our employees' dedication and hard work throughout the year. This event aims to foster unity, appreciation, and the

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Christmas spirit among our dedicated educators and staff. Participants are expected to wear Christmas colors as follows: OSDS (Red), SGOD (Yellow) and CID (Green).

7. Meals, accommodation, and other expenses relative to this activity shall be charged against Division Funds/MOOE subject to usual accounting and auditing rules and regulations.
8. Immediate dissemination and compliance to this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

cid-ims12/12/2024

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Enclosure No. 1 to DM No. 1085, s. 2024

SDO LIST OF PERSONNEL			
No.	Office	Name	Designation
1	OSDS	Rommel C. Bautista, CESO V	SDS
2	OASDS	Joepi F. Falqueza	ASDS
3	OASDS	Venus T. Balmedina	OIC ASDS
4	OASDS	Roselyn Q. Golfo	OIC ASDS
5	OSDS	Jerome E. Palo	AA VI
6	OSDS	Resiele G. Coronacion	ADAS III
7	OSDS	Therese O. Pardo	ADAS II
8	OSDS	Floriciel R. Lagos	PDO I
9	OASDS	Rena R. Rodil	ADAS III
10	OASDS	Marinel I. Obmerga	Administrative Aide VI
11	OASDS	Marissa I. Maragay	ADAS III
12	OASDS	Evalyn Arroyo	Principal (Detailed)
13	ADMIN SECTION	MARIA DOLORES D. ATIENZA	ADMINISTRATIVE OFFICER V
14	ADMIN SECTION	DENESE YANA G. ABCEDE	ADMINISTRATIVE ASSISTANT II
15	ADMIN SECTION	CHRISTINE A. ALVISO	ADMINISTRATIVE ASSISTANT III
16	ADMIN SECTION	LAYLA ANNA B. MAGTANGOB	ADMINISTRATIVE ASSISTANT III
17	ADMIN SECTION	ELEANOR V. ROMULO	ADMINISTRATIVE ASSISTANT III
18	ADMIN SECTION	SARAH MAE S. QUINDOZA	ADMINISTRATIVE AIDE VI (JO)
19	ADMIN SECTION	SOPHIA MARIZ A. ABETRIA	CLERICAL SUPPORT (GIP-DOLE)
20	ADMIN SECTION	EMANUEL C. PASTRANA	CLERICAL SUPPORT (GIP-DOLE)
21	ADMIN SECTION	NEIL JOSEPH G. VENDIOLA	CLERICAL SUPPORT (GIP-DOLE)
22	COA	ELMERITA M. ALAN	ADA VI
23	COA	MIA LYN Q. BAASIS	ADA VI
24	PERSONNEL SECTION	PAUL JOHN B. ABETRIA	CLERICAL SUPPORT (GIP-DOLE)
25	RECORDS SECTION	RACHELLE M. BOBELES	CLERICAL SUPPORT (GIP-DOLE)
26	ACCOUNTING SECTION	JARAH J. CASTILLO	CLERICAL SUPPORT (GIP-DOLE)

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27	PROCUREMENT SECTION	JOSE ENRIQUEZ M. DECUZAR	CLERICAL SUPPORT (GIP-DOLE)
28	REAL SUB-OFFICE	GUIERSON S. GARCIA	CLERICAL SUPPORT (GIP-DOLE)
29	CATANAUAN SUB OFFICE	QUEENCY NATIVIDAD	CLERICAL SUPPORT (GIP-DOLE)
30	PROPERTY AND SUPPLY SECTION	LEOMNAR L. RIVADENERA	CLERICAL SUPPORT (GIP-DOLE)
31	GUMACA SUB-OFFICE	LEANNE B. VALIENTE	CLERICAL SUPPORT (GIP-DOLE)
32	CID SECTION	MENCHIE GENOSO	CLERICAL SUPPORT (GIP-DOLE)
33	GENERAL SERVICES	MILO M. ALTOVAR	ADA I
34	GENERAL SERVICES	JAYSON P. ALCALA	DRIVER
35	GENERAL SERVICES	NICANOR M. DELLOSA	ADA I
36	GENERAL SERVICES	EDWIN P. FORMALEJO	ADA I (LIASON OFFICER)
37	GENERAL SERVICES	EMMANUELITO ETINO	ADA I - JO
38	GENERAL SERVICES	GENEBYRD M. FLANCIA	ADA IV - JO
39	GENERAL SERVICES	WARREN C. SUGABO	ADA I - JO
40	GENERAL SERVICES	FROILAN V. MONTEROZO	ADA I - JO
41	GENERAL SERVICES	KENNETH ANTHONY L. ORUGA	ADA I - JO
42	GENERAL SERVICES	PABLO L. PERIDA	SECURITY GUARD I
43	GENERAL SERVICES	PATRICK OGNILLA	SECURITY GUARD
44	GENERAL SERVICES	JAY MANERA	SECURITY GUARD
45	GENERAL SERVICES	JOEL ABNER	SECURITY GUARD
46	CASHIER	SHEILA E. JAVEN	CASHIER
47	CASHIER	CONNIE T. ABULENCIA	ADAS III
48	CASHIER	LER P. DE ROSAS	CEO III
49	CASHIER	APOLLO B. SALANGUIT	ADAS III
50	CASHIER	CRISTELL MAE DIANNE	ADAS II
51	Supply Section	GEORGE D. AGUILA	AO IV/SUPPLY OFFICER II
52	Supply Section	MICHELLE P. DE MESA	ADMINISTRATIVE ASSISTANT III
53	Supply Section	MERNALYN S. ENRIQUEZ	ADMINISTRATIVE ASSISTANT II
54	Supply Section	RUEL L. DRIZ JR	ADMINISTRATIVE AIDE VI
55	Supply Section	GIOVANY A. JAMIL	ADMINISTRATIVE AIDE VI

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56	Supply Section	RICKY C. VALENCIA	ADMINISTRATIVE AIDE VI
57	RECORDS	SHERELYN O. PARDILLA	ADMINISTRATIVE OFFICER IV
58	RECORDS	AMADOR V. CAPINPIN	SENIOR ADMIN ASSISTANT I
59	RECORDS	LEOVIGILDO V. GAELA	ADMINISTRATIVE ASSISTANT III
60	RECORDS	MARISYLL JUDEE G. MENDOZA	ADMINISTRATIVE ASSISTANT II
61	RECORDS	ANGELO S. RAÑESES	ADMINISTRATIVE ASSISTANT III
62	RECORDS	AIRA MAY C. PEREZ	ADMINISTRATIVE ASSISTANT III
63	RECORDS	ROSETH M. FLANCIA	ADMINISTRATIVE AIDE III (CASUAL)
64	RECORDS	JHON CHRISTIAN A. MENGUITO	ADMINISTRATIVE AIDE VI (JO)
65	PERSONNEL SECTION	WENNIE O. GAELA	AO-IV
66	PERSONNEL SECTION	CLINTON DARWIN M. EVARDOME	ADAS-III
67	PERSONNEL SECTION	FAMELA B. FONTARUM	ADAS-III
68	PERSONNEL SECTION	RODELIO M. ESMERNA JR	AO-II
69	PERSONNEL SECTION	ROWENA M. ROWEY	ADAS-III
70	PERSONNEL SECTION	RICHELLE P. VILLAMOR	ADAS-III
71	PERSONNEL SECTION	ARMELLA J. ALEMANIA	ADAS-I
72	PERSONNEL SECTION	CAREN A. SINO	ADAS-III
73	PERSONNEL SECTION	GEMMA R. RADAN	ADAS-III
74	PERSONNEL SECTION	CINDY P. PEREZ	ADAS-III
75	PERSONNEL SECTION	JAN CARLO S. REYES	AO-II
76	PERSONNEL SECTION	LEMUEL B. QUITAIN	ADA-VI
77	PERSONNEL SECTION	KATHY A. GASAPO	ADAS-II
78	PERSONNEL SECTION	MARY JOYCE P. VIVAR	ADA-VI
79	PERSONNEL SECTION	MADONNA R. EVANGELISTA	ADAS-III
80	PERSONNEL SECTION	THERESE JEANNE T. REYES	ADAS-III
81	PERSONNEL SECTION	REY KEVIN R. VERDADERO	AO-II
82	PERSONNEL SECTION	MICHELLE J. SALVADOR	ADAS-III
83	PERSONNEL SECTION	CHRISTINE JOY C. AGUILA	ADA-VI JO
84	PERSONNEL SECTION	CHERRIE ANN G. TUTOR	ADA-VI JO
85	PERSONNEL SECTION	RIZZA O. MENDOZA	ADA-VI JO
86	PERSONNEL SECTION	JOHN MARK R. OBCIANA	ADA-VI JO
87	PERSONNEL SECTION	NIAH Q. PUREZA	ADA-VI JO

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89	PROCUREMENT	ETHEL E. BELE	ADAS II
90	PROCUREMENT	FREDERICK B. SANCHEZ	ADA VI
91	Accounting	Edmundo R. Marin Jr.	Accountant III
92	Accounting	Abdon, Lorena G.	ADASIII
93	Accounting	Abrigo, Monette S.	ADASIII
94	Accounting	Aguilar, John Mhar	ADASIII
95	Accounting	Alcancia, Ruth	ADASIII
96	Accounting	Anonuevo, Sheena Mae	ADASIII
97	Accounting	Avila, Jerico	ADASIII
98	Accounting	Bacus, Maylene G.	ADASIII
99	Accounting	Billanes, Jan Pauline	ADASIII
100	Accounting	Carimpong, Maria Elvira M.	ADASIII
101	Accounting	De Mesa, Brandon	ADASIII
102	Accounting	De Los Reyes, Chaenkee C.	ADASIII
103	Accounting	Dinglasan, Rose Lyn	ADASIII
104	Accounting	Enriquez, Leopoldo Jr. P.	ADASIII
105	Accounting	Fajarda, Donnalyn	ADASIII
106	Accounting	Ferrancullo, Noeme B.	ADASIII
107	Accounting	Fortaleza, Maricel A.	ADASIII
108	Accounting	Gilbuena, Criselda	ADASIII
109	Accounting	Isagunde, Dennis	ADASIII
110	Accounting	Lorredo, Gladita C.	ADASIII
111	Accounting	Lu, Marichelle A.	ADASIII
112	Accounting	Malabunga, Angelica	ADASIII
113	Accounting	Mercado, Joanna Marie L.	ADASIII
114	Accounting	Nombrefia, Camille	ADASIII
115	Accounting	Oliveros, Jayzelle R.	ADASIII
116	Accounting	Peñaverde, Raymund E.	ADASIII
117	Accounting	Ramos, Jessica C.	ADASIII
118	Accounting	Ranas, Mary Grace B.	ADASIII
119	Accounting	Salibio, Hazel B.	ADASIII
120	Accounting	Salivia, Hector C.	ADASIII
121	Accounting	Silva, Ma. Lyn F.	ADASIII
122	Accounting	Solomon, Christian Louie A.	ADASIII
123	Accounting	Vedaño, Richard E.	ADASIII
124	Accounting	Villaruel, Rowena V.	ADASIII
127	Accounting	Merana Julius	ADASIII
131	BUDGET SECTION	CATHERINE A. PUREZA	AO V/ BUDGET OFFICER III

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132	BUDGET SECTION	MARIA RAFAELA MIGUELA A. JIMENEZ	ADMINISTRATIVE ASSISTANT III
133	BUDGET SECTION	ALEGRIA O. MEDENILLA	ADMINISTRATIVE AIDE VI
134	BUDGET SECTION	JEWEL LEE J. DEPUSOY	ADMINISTRATIVE AIDE VI (JO)
135	BUDGET SECTION	NATHANIEL D. MUZARES	ADMINISTRATIVE AIDE VI (JO)
136	ICT	WILBERT B. PORTEZA	ITO OFFICER I
137	ICT	ANGELICA T. NIME	ADMINISTRATIVE AIDE VI
138	ICT	MARK NICKO F. QUINDOZA	ADMINISTRATIVE AIDE VI
139	LEGAL	ATTY. REXCIA MARIA B. BALDEO	ATTORNEY III
140	LEGAL	JACKQUELINE D. NUYDA	ADAS III
141	LEGAL	CARLEEN D. AGUILA	LEGAL ASSISTANT I
142	LEGAL	PENELOPE ANN A. VILLAFLORES	ADA VI
143	CID	Lorena S. Walangsumbat EdD	Chief Education Supervisor
144	CID	Walter F. Galarosa PhD	Education Program Supervisor
145	CID	Maria Dylin S. Garcia	Education Program Supervisor
146	CID	Asuncion C. Ilaos	Education Program Supervisor
147	CID	Joseph E. Jarasa	Education Program Supervisor
148	CID	Joan Alejaida R. Mauhay EdD	Education Program Supervisor
149	CID	Carmela Ezcel A. Orogo	Education Program Supervisor
150	CID	Abner L. Pureza	Education Program Supervisor
151	CID	Fernando T. Seño DEM	Education Program Supervisor
152	CID	Jay S. Alfaro	Education Program Supervisor
153	CID	Carmen H. Macatugob	Education Program Supervisor
154	CID	Jaime F. Zara Jr.	Public Schools District Supervisor
155	CID	Raymond Q. Nieva	Administrative Aide VI

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156	CID	Dessa Marie B. Dalmacion	Administrative Assistant III
157	CID	Tisha Elaina G. Ventocilla	Technical Assistant I (COS)
158	CID	Catherine M. Agleron	Private School Clerk
159	CID	Maribeth D. Fragata	Administrative Aide VI
160	CID	Ananias R. Agunias	Education Program Specialist II (ALS)
161	CID	Laarni Rose R. Gutierrez	Education Program Specialist II (ALS)
162	CID	Maricris M. Grobador	Education Program Specialist II (ALS)
163	CID	Arlene P. Coronado	Education Program Specialist II (ALS)
164	CID	Maria Cherryl J. Manongsong	Education Program Specialist II (ALS)
165	CID	Adeline A. Buenafe	Education Program Specialist II (ALS)
166	CID	Frank Frederick R. Laurora	Education Program Specialist II (ALS)
167	CID	German E. Deza	Education Program Specialist II (ALS)
168	CID	Buena D. Jaro	Education Program Specialist II (ALS)
169	CID	Jee-Ann O. Borines	Education Program Supervisor
170	CID	Joe Angelo L. Basco	Project Development Officer II
171	CID	Sielo Maureen S. Deveza	Administrative Aide VI
172	CID	Ronnjemmele A. Rivera	Librarian II
173	CID	Aldren B. Libranda	Administrative Aide VI
174	CID	Mercedita C. Lanot	Administrative Aide II
175	CID	ANTONIO D. REVILLAME	Public Schools District Supervisor
176	CID	MARIBEL M. SANTELICES	Public Schools District Supervisor
177	CID	JAYBERT R. SARON	Public Schools District Supervisor
178	CID	LUZVIMINDA T. BUERANO	Public Schools District Supervisor
179	CID	MARIA CARLA M. CARAAN	Public Schools District Supervisor
180	CID	AUREA J. GANDIA	Public Schools District Supervisor

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182	CID	CATALINO L. PORTA	Public Schools District Supervisor
183	CID	DESIDERIA P. ZAFRANCO	Public Schools District Supervisor
184	CID	MARRY ANN T. ESPIRITU	Public Schools District Supervisor
185	CID	AVELINO R. BUCAD JR.	Public Schools District Supervisor
186	CID	LEONORA T. MOPERA	Public Schools District Supervisor
187	CID	IREEN O. AVENO	Public Schools District Supervisor
188	CID	LILIOSA B. DIASANTA	Public Schools District Supervisor
189	CID	MARIA FATIMA U. CALAYAG	Public Schools District Supervisor
190	CID	RAQUEL P. MARCUAP	Public Schools District Supervisor
191	CID	GILBERT C. ALVA	Public Schools District Supervisor
192	CID	FRANCISCO D. OBLEA	Public Schools District Supervisor
193	CID	CARLITO B. GUNAY	Public Schools District Supervisor
194	CID	MA. LOURDES C. CABANAG	Public Schools District Supervisor
195	CID	RESTITUTO M. HERNANDEZ	Public Schools District Supervisor
196	CID	MARIO PABLO V. UMALI JR	Public Schools District Supervisor
197	CID	MARILYN N. PERMEJO	Public Schools District Supervisor
198	CID	SHARON A. VILLAVERDE	Public Schools District Supervisor
199	CID	ISIDRO P. DE LOS REYES	Public Schools District Supervisor
200	CID	CHONA D. ANDRADE	Public Schools District Supervisor
201	CID	ANGELITO L. OLVIDA	Public Schools District Supervisor
202	CID	ANABELLE F. EMPLEO	Public Schools District Supervisor

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204	CID	REBIE A. MARCIANO	Public Schools District Supervisor
205	CID	DARWIN L. VILLAFLOR	Public Schools District Supervisor
206	CID	REYVI C. FARAON	Public Schools District Supervisor
207	CID	MERIAM D. CAMPOSANO	Public Schools District Supervisor
208	CID	MERCEDITA G. LORREDO	Public Schools District Supervisor
209	CID	EUTIQUIO A. EMPLEO	Public Schools District Supervisor
210	CID	RUTH B. SON	Public Schools District Supervisor
211	CID	FERDINAND T. GLOR	Public Schools District Supervisor
212	CID	NIMPHA L. REYES	Public Schools District Supervisor
213	CID	EDNA L. CABRERA	Public Schools District Supervisor
214	CID	MELANIE D. BONQUIN	Public Schools District Supervisor
215	CID	SUSANA P. NERA	Public Schools District Supervisor
216	CID	CARIDAD C. GRIMALDO	Public Schools District Supervisor
217	CID	HELEN R. ESTERNON	Public Schools District Supervisor
218	CID	CARMELO EUSEBIO P. ALTAMIRA	Public Schools District Supervisor
219	CID	ORLANDO D. SERDON	Public Schools District Supervisor
220	CID	MELINDA R. CAMACHO	Public Schools District Supervisor
221	CID	MARLON M. RAÑESES	Public Schools District Supervisor
222	CID	LOURDES M. TAN	Public Schools District Supervisor
223	CID	REJULIOS M. VILLENES	Public Schools District Supervisor
224	CID	MEILANI L. ADAN	Public Schools District Supervisor

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226	CID	CARLA MARIE D. CARANDANG	Public Schools District Supervisor
227	CID	SYLVIA H. BULFANE	Public Schools District Supervisor
228	CID	ISAGANI H. MATIBAG	Public Schools District Supervisor
229	CID	ALICIA V. GONZALES	Public Schools District Supervisor
230	SGOD	Juanito A. Merle EdD	Chief Education Program Supervisor
231	SGOD - OCES	Agaran, Raul R.	Education Program Supervisor
232	SGOD - OCES	Alvarez, Jemaica V.	Administrative Aide VI (JO)
233	SGOD - OCES	Mendoza, Jessica C.	Administrative Assistant II
234	SGOD - DRRM	Repaso, Arvin P.	Project Development Officer II
235	SGOD - DRRM	Cadiz, Clak H.	Admin Support II
236	SGOD - DRRM	Santander, John Alvin	Admin Support II
237	SGOD - HRDS	Marino, Regina V.	SEPS
238	SGOD - HRDS	Perez, Leah A.	EPS II
239	SGOD - PLANNING	Fragata, Marbin Jeramil D.	Planning Officer III
240	SGOD - PLANNING	Abejo, Lea M.	Administrative Assistant II
241	SGOD - PLANNING	Quiambao, Alma M.	Administrative Assistant III
242	SGOD - PLANNING	Forbes, Laarni Jean A.	Administrative Aide VI (JO)
243	SGOD - PLANNING	Esmerna, Mark Roe M.	Administrative Aide VI (JO)
244	SGOD - SMME	Duma, Michelle G.	SEPS
245	SGOD - SMME	Salamat, Mary Joyce P.	EPSII
246	SGOD - YFS	Tiusan, Mark Angelo M.	Project Development Officer I
247	SGOD - YFS	Camo, Hazel Ann S.	Project Development Officer I
248	SGOD - YFS	Oczon, Rommel	Project Development Officer I
249	SGOD - YFS	Alcala, Liezl	Admin Support II
250	SGOD - SMN	Marquez, Paul Clifford N.	SEPS

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251	SGOD - SMN	Tupas, Maria Bernadit M.	EPSII
252	EFS	RAMIR O. ARBOLENTE	Division Engineer III
253	EFS	DANIEL JR. I . HUTAMARES	Technical Assistant - IV
254	EFS	GIAN CARLO O. PARDILLA	Technical Assistant - IV
255	EFS	SHARMAINE G. CORTAS	Technical Assistant - III
256	EFS	AMY T. MISA	Admin Aide VI
257	SGOD - HEALTH	Marie Antoinette A. Tesalona	MO III
258	SGOD - HEALTH	Habito, Mica	COS
259	SGOD - HEALTH	Tudla, Arlene	COS
260	SGOD - HEALTH	Reynaldo C. Abuso	Dentist II
261	SGOD - HEALTH	Martha Salome F. Acorda	Dentist II
262	SGOD - HEALTH	Lina C. Buaron	Dentist II
263	SGOD - HEALTH	Maria Rosario C. Camilon	Dentist II
264	SGOD - HEALTH	Rizza G. Hernandez	Dentist II
265	SGOD - HEALTH	Estelita A. Estrella	Dentist II
266	SGOD - HEALTH	Lawrence R. Lazado	Dentist II
267	SGOD - HEALTH	Zaida O. Marquita	Dentist II
268	SGOD - HEALTH	Maria Sheryll R. Novela	Dentist II
269	SGOD - HEALTH	Jose Macario Ernie V. Patiño	Dentist II / DIC
270	SGOD - HEALTH	Sherwin S. Peñamora	Dental Aide
271	SGOD - HEALTH	Ma. Teresita M. Abella	Nurse II / NIC
272	SGOD - HEALTH	Sarah Jean D. Almeyda	Nurse II
273	SGOD - HEALTH	Maria Cerila S. Almonte	Nurse II
274	SGOD - HEALTH	Kay Zhyra B. Andojar	Nurse II
275	SGOD - HEALTH	Ruffa A. Añonuevo	Nurse II
276	SGOD - HEALTH	Edmund A. Avellaneda	Nurse II
277	SGOD - HEALTH	Kharla L. Banquiles	Nurse II
278	SGOD - HEALTH	Jenny Lyn V. Barrantes	Nurse II
279	SGOD - HEALTH	Zyra Mae C. Brizuela	Nurse II
280	SGOD - HEALTH	Dominic M. Colubong	Nurse II
281	SGOD - HEALTH	Chrisgil A. Crisostomo	Nurse II
282	SGOD - HEALTH	Lovelía T. Cuarteron	Nurse II
283	SGOD - HEALTH	Lavinia R. Cueto	Nurse II
284	SGOD - HEALTH	Karen E. Danseco	Nurse II
285	SGOD - HEALTH	Francis Rainier M. De Leon	Nurse II
286	SGOD - HEALTH	Zandy M. Del Moro	Nurse II
287	SGOD - HEALTH	Christine Rose R. Deocales	Nurse II

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288	SGOD - HEALTH	Ma. Frances L. De Ocampo	Nurse II
289	SGOD - HEALTH	Dennis Fernando M. De Villa	Nurse II
290	SGOD - HEALTH	Maria Nerissa A. Diego	Nurse II
291	SGOD - HEALTH	Jackielyn Mae N. Eborá	Nurse II
292	SGOD - HEALTH	Clarissa L. Escudero	Nurse II
293	SGOD - HEALTH	Jovert S. Española	Nurse II
294	SGOD - HEALTH	Laiza Rose S. Espinosa	Nurse II
295	SGOD - HEALTH	Heide H. Gabriel	Nurse II
296	SGOD - HEALTH	Dianne Maricar L. Galang	Nurse II
297	SGOD - HEALTH	Alfrem M. Geneblazo	Nurse II
298	SGOD - HEALTH	Nipsirc John Ian E. Hari	Nurse II
299	SGOD - HEALTH	Grant C. Lakian	Nurse II
300	SGOD - HEALTH	Jay M. Laraya	Nurse II
301	SGOD - HEALTH	Ma. Theresa J. Lim	Nurse II
302	SGOD - HEALTH	Marian M. Lina	Nurse II
303	SGOD - HEALTH	Estrella G. Lorca	Nurse II
304	SGOD - HEALTH	Meybel C. Nantes	Nurse II
305	SGOD - HEALTH	Perry S. Napeñas	Nurse II
306	SGOD - HEALTH	Ma. Michelle D. Querubin	Nurse II
307	SGOD - HEALTH	Vincent Byron M. Rama	Nurse II
308	SGOD - HEALTH	Nessan Ingrid L. Rapada	Nurse II
309	SGOD - HEALTH	Daisie L. Rebueno	Nurse II
310	SGOD - HEALTH	Ma. Stacey Jerdette R. Rivera	Nurse II
311	SGOD - HEALTH	Aim V. Santander	Nurse II
312	SGOD - HEALTH	Chiqui G. Serafica	Nurse II
313	SGOD - HEALTH	Reina Llanessa O. Solis	Nurse II
314	SGOD - HEALTH	Krisca Anne C. Zaracena	Nurse II
315	SGOD - HEALTH	Ana Norwina A. Zarsadias	Nurse II
316	SGOD - HEALTH	Margaret Z. Abaricia	Nurse II
317	SGOD - HEALTH	Klaude M. Buñag	Nurse II
318	SGOD - HEALTH	May Ann Gail C. Candelaria	Nurse II
319	SGOD - HEALTH	Rodante M. De La Rosa	Nurse II
320	SGOD - HEALTH	Clarissa B. Ladignon	Nurse II
321	SGOD - HEALTH	Haidee T. Mandrique	Nurse II
322	SGOD - HEALTH	Luisa E.. Parco	Nurse II
323	SGOD - HEALTH	Kaylim F. Pinion	Nurse II
324	SGOD - HEALTH	Ragem O. Portes	Nurse II
325	SGOD - HEALTH	Cleo Duke M. Rivadulla	Nurse II
326	SGOD - HEALTH	Charmagne R. Sales	Nurse II
327	SGOD - HEALTH	Vivien Sayat	Nurse II

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328	SGOD - HEALTH	Vincent Lawrence B. Habito	ADA VI
329	SGOD - HEALTH	Leah C. Barrameda	Nurse II
330	SGOD - HEALTH	Eusylda Carandang	Nurse II
331	SGOD - HEALTH	Jocelyn Fontanilla	Nurse II
332	SGOD - HEALTH	Marinel Malabonga	Nurse II
333	SGOD - HEALTH	Kathleen Mae D. Noblefranca	Nurse II
334	SGOD - HEALTH	Edna Noche	Nurse II
335	SGOD - HEALTH	Genesis E. Olarte	Nurse II
336	SGOD - HEALTH	Princess Leni May M. Rejano	Nurse II
337	SGOD - HEALTH	Katrina Thea C. Reyes	Nurse II
338	SGOD - HEALTH	Felirose E. Uy	Nurse II
339	ACCOUNTING- REAL SUB OFFICE	LARA JOY R. CORONACION	ADAS II
340	ACCOUNTING- REAL SUB OFFICE	NENITA M. OREJOLA	ADAS III
341	ACCOUNTING- REAL SUB OFFICE	JULIUS G. MERAÑA	AO II
342	ACCOUNTING - CATANAUAN SUB- OFFICE	APRIL M. MARTINEZ	ADAS III
343	ADMIN/CATANAUAN- SUB-OFFICE	XYRILLE ELISE O. GAMBOA	ADAS II
344	UTILITY/CATANAUAN- SUB-OFFICE	JEFFREY DE GALA	JOB ORDER
345	GUMACA SUB OFFICE (ACCTING)	MELISSA BARRAMEDA	ADAS III
346	GUMACA SUB OFFICE (ACCTING)	HONEYLEE RONQUILLO	ADAS III
347	GUMACA SUB OFFICE (ADMIN)	ANALOU PEÑA	ADAS II
348	GUMACA SUB OFFICE (SUPPLY)	JAN ELY MARIE AGATON	CLERK IV JO
349	GUMACA SUB OFFICE (ASDS)	ARLYN B. JARON	CLERK IV JO
350	GUMACA SUB OFFICE (COA)	TERESA ABIGAIL MABULO	CLERK JO
351	GUMACA SUB OFFICE (RECORDS)	REBECCA VALIENTE	ADA IV JO
352	GUMACA SUB OFFICE (ADMIN)	ANNALOU PEÑA P.	ADAS II

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Enclosure 2 to Division Memorandum No. 1085, s. 2024

PROPOSED ACTIVITY FOR THANKSGIVING CELEBRATION

TIME	(Day 1 December 19, 2024)
8:00-9:00	Arrival and Registration
9:00-9:30	Opening Program
9:30-9:40	ADMIN SECTION
9:45-9:55	GENERAL SERVICES
10:00-10:10	CASHIER SECTION
10:15-10:25	SUPPLY SECTION
10:30-10:40	RECORDS SECTION
10:45-10:55	PERSONNEL SECTION
11:00-11:10	PROCUREMENT SECTION
11:15-11:25	ACCOUNTING SECTION
11:30- 11:40	BUDGET SECTION
11:45-11:55	ICT SECTION
12:00-1:00	Lunch Break
1:00-1:10	LEGAL SECTION
1:15-1:25	SGOD SUPERVISOR
1:30-1:40	SGOD - DRRM
1:45-1:55	SGOD - HRDS
2:00-2:10	SGOD - PLANNING
2:15-2:25	SGOD - SMME
2:30-2:40	SGOD - YFS
2:45-2:55	SGOD - SMN
3:00-3:10	SGOD - EFS
3:15-3:25	SGOD - HEALTH
3:30-3:40	CID-IMS
3:45-3:55	CID-LRM
4:00-4:10	CID-ALS
	(Day 2 December 20, 2024)
7:30-8:00	Arrival
9:00-9:10	Opening Program
9:10-9:20	ASDS JOEPI'S TIME
9:20-9:30	ASDS VENUS' TIME
9:30-9:40	ASDS ROSELYN'S TIME
9:40-10:00	SDS ROMMEL'S TIME
10:00-11:00	Thanksgiving Mass
11:00 onwards	Thanksgiving Celebration

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