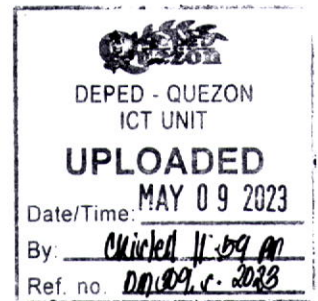




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



08 May 2023

**DIVISION MEMORANDUM**

**DM No. 009, s. 2023**

**ANNUAL PHYSICAL EXAMINATION FOR SDO PERSONNEL FOR FY 2023**

**To:** Assistant Schools Division Superintendent  
Division Chiefs  
Section/Unit Heads  
Public Schools District Supervisors  
Division Office Personnel  
School Health Personnel  
All Others Concerned

1. In compliance with DepEd Order No. 44, s. 2004 and Civil Service Memorandum Circular No. 127, s. 1989, this Office announces the conduct of the **Free Annual Physical Examination**.
2. The activity aims to ensure that all personnel are physically fit to perform their assigned roles and functions especially this time of new normal.
3. The activity covers the laboratory and chest-x-ray services to be provided by a laboratory professional services scheduled on June 7-9, 2023 at the Division Office Talipan Pagbilao Quezon.
4. Relevant to this, all personnel shall strictly observe the minimum health and safety protocols in the workplace.
5. All personnel with remarkable findings on Chest xray, Urinalysis and other laboratory examination shall be assessed and evaluated by the Division Medical Officer III for further management and treatment.
6. Relative to this, all teaching and non-teaching personnel in the field shall also undergo the annual physical examination. The SDO will not provide/endorse any laboratory clinic.
7. Result of Chest xray and urinalysis examination in the field shall be submitted to District Nurses for consolidation. A soft copy of summary report shall be submitted at the School Health Section on July 31, 2022 via Google Form.

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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

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8. Please see attached enclosure for the list of SDO and Sub-Office personnel for the said activity.
9. Immediate dissemination of and strict compliance to this Memorandum is highly desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

shsmtma05/08/2023

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SCHOOLS DIVISION OF QUEZON PROVINCE

Enclosure to DM No. 39 s. 2023

**LIST OF SDO PERSONNEL FOR APE FY 2023**

		NAME	GENDER	POSITION
OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT	1	Bautista, Rommel C.	M	SDS
	2	Oineza, Kristoffer O.	M	Administrative Officer II
	3	Diala, Sarah Lynn V.	F	Administrative Officer II
	4	Lagos, Floricel R.	F	Administrative Assistant III
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT	5	Garcia, Edward D.	M	OIC-ASDS
	6	Mueco, Gregorio T.	M	ASDS
	7	Perez, Herbert D.	M	ASDS
	8	Maragay, Marissa L.	F	Administrative Assistant III
	9	Obmerga, Marinel I.	F	Administrative Aide VI
	10	Rodil, Rena R.	F	Administrative Assistant II
ADMINISTRATIVE SERVICES	11	Atienza, Maria Dolores D.	F	Administrative Officer V
	12	Abcede, Yana Deneese G.	F	Administrative Assistant II
	13	Alviso, Christine A.	F	Administrative Assistant III
	14	Cadiz, Clark H.	M	JO
	15	Datinggaling, Jay I.	M	Administrative Assistant III
	16	Dedace, Vince Angelo L.	M	Administrative Officer II
	17	Evangelista, Madonna R.	F	Administrative Assistant II
	18	Magtangob, Layla Anna B.	F	Administrative Assistant III
	19	Mendoza, Sheila Marie S.	F	Administrative Officer II
	20	Nadres, Proculo P.	M	Administrative Assistant II
	21	Palmero, Edsel P.	M	Administrative Officer II
	22	Reyes, Jan Carlo S.	M	Administrative Assistant II
	23	Romulo, Eleanor V.	F	Administrative Assistant II
	24	Tolentino, Arlene M.	F	Administrative Officer II
	25	Villania, Norvic C.	M	Administrative Officer II
GENERAL SERVICES	26	Alan, Elmerita M.	F	
	27	Alcala, Jayson P.	M	Administrative Aide IV
	28	Altovar, Milo M.	M	Administrative Aide I
	29	Arenas, Norman S.	M	

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	30	Audine, Lexter R.	M	
	31	Audine, Lionel R.	M	
	32	Dellosa, Nicanor M.	M	
	33	Etino, Eloinel	M	
	34	Flancia, Genebyrd M.	M	
	35	Flancia, Rosalio C.	M	
	36	Formalejo, Edwin P.	M	Administrative Aide I
	37	Inoy, Warren T.	M	Security
	38	Jardin, Ceejay	M	Security
	39	Merano, Ronaldo I.	M	
	40	Perida, Pablo L.	M	Security
	41	Villarosa, Jonestor B. I	M	ADA IV (Driver)
SUPPLY SECTION	42	Aguila, George D.	M	Administrative Officer IV
	43	Besas, Honelyn P.	F	Administrative Assistant II
	44	De Mesa, Michelle P.	F	Administrative Assistant III
	45	Frias, Norlito M.	M	Administrative Officer II
	46	Laurio, Hector C.	M	Administrative Aide VI
	47	Rodriguez, Maria Cecilia S.	F	Administrative Officer II
	48	Zaballa, Beejay C.	M	Administrative Officer II
CASHIER SECTION	49	Javen, Shiela E.	F	Administrative Officer IV
	50	Abulencia, Connie T.	F	Administrative Assistant III
	51	Cantos, Ma. Gloria B.	F	Administrative Assistant II
	52	De Rosas, Ler P.	F	Communication Equipment Operator II
	53	Salanguit, Apollo B.	M	Administrative Assistant II
RECORDS SECTION	54	Pardilla, Shereilyn O.	F	Administrative Officer IV
	55	Baluyut, Susan M.	F	Administrative Aide IV
	56	Capinpin, Amador V.	M	Senior Administrative Assistant
	57	Dayahan, Epifania L.	F	Administrative Assistant II (CAPITOL)
	58	Flancia, Roseth M.	F	Administrative Assistant II (CAPITOL)
	59	Gaela, Leovigildo V.	M	Administrative Assistant III
	60	Mendoza, Marisyll Judee G.	F	Administrative Assistant II
	61	Perez, Aira May C.	F	Administrative Assistant III
	62	Rañeses, Angelo S.	M	Administrative Assistant III

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PERSONNEL SECTION	63	Quitain, Lemuel B.	M	JO-Locally Funded (Capitol)
	64	Gaela, Wennie O.	F	Administrative Officer IV
	65	Aranilla, Caren D.	F	Administrative Assistant III
	66	Asano, Akimi Therese M.	F	Administrative Assistant III
	67	Coronacion, Resiele G.	F	Administrative Assistant II
	68	Esmerna, Rodelio M. Jr	M	Administrative Officer II
	69	Evardome, Clinton Darwin M.	M	Administrative Assistant III
	70	Fontarum, Famela B.	F	Administrative Officer II
	71	Ladines, Bryan R.	M	Administrative Officer II
	72	Morota, Maila T.	F	Administrative Assistant III
	73	Ogerio, Anna Jean M.	F	Administrative Officer II
	74	Radan, Gemma R.	F	Administrative Assistant III
	75	Ranillo, Reylan L.	M	Administrative Assistant II
	76	Reyes, Therese Jeanne T.	F	Administrative Assistant III
	77	Romey, Rowena M.	F	Administrative Assistant II
	78	Salvador, Michelle J.	F	Administrative Assistant III
	79	Solina, Girlie F.	F	Administrative Officer II
	80	Villamor, Richelle P.	F	Administrative Aide VI
BUDGET & FINANCE	81	Marin, Edmundo R. Jr	M	Accountant III
ACCOUNTING	82	Abdon, Lorena G.	F	Administrative Assistant III
	83	Abrigo, Monette S.	F	Administrative Assistant III
	84	Abuel, Angelica L.	F	Administrative Assistant III
	85	Alcancia, Ruth R.	F	Administrative Assistant III
	86	Aurellana, Maria Aubrey R.	F	Administrative Assistant III
	87	Avila, Jerico L.	F	Administrative Assistant III
	88	Bacus, Maylene G.	F	Administrative Assistant III
		89	Billanes, Jan Pauline P.	F
90		Carimpong, Maria Elvira M.	F	Administrative Assistant III
91		Coronado, Hilariona E.	F	Administrative Officer IV
92		De Los Reyes, Chaenkee C.	F	Administrative Assistant III
93		De Mesa, Brandon E.	M	Administrative Assistant III
94		Dinglasan, Rose Lyn C.	F	Administrative Assistant III
95		Enriquez, Leopoldo P. Jr	M	Administrative Assistant III

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	96	Ferrancullo, Noeme B.	F	Administrative Assistant III
	97	Fortaleza, Maricel A.	F	Administrative Assistant III
	98	Gordula, Mary Rose L.	F	Administrative Assistant III
	99	Ibal, Rosalie A.	F	Administrative Assistant III
	100	Logatoc, Robertson V.	M	Administrative Assistant III
	101	Lorredo, Gladita C.	F	Administrative Assistant III
	102	Lu, Marichelle A.	F	Administrative Assistant III
	103	Masajo, Amparo R.	F	Administrative Assistant III
	104	Mercado, Joanna Marie L.	F	Administrative Assistant III
	105	Nombrefia, Camille C.	F	Administrative Assistant III
	106	Oliveros, Jayzelle R.	F	Administrative Assistant III
	107	Peñaverde, Raymund E.	M	Administrative Assistant III
	108	Ramos, Jessica C.	F	Administrative Assistant III
	109	Ranas, Mary Grace B.	F	Administrative Assistant III
	110	Salibio, Hazel B.	F	Administrative Assistant III
	111	Salivia, Hector C.	M	Administrative Assistant III
	112	Solomon, Christian Louie A.	M	Administrative Assistant III
	113	Vedaño, Richard E.	M	Administrative Assistant III
	114	Villaruel, Rowena V.	F	Administrative Assistant III
<b>BUDGET</b>	115	Pureza, Catherine A.	F	Administrative Officer V
	116	Adalim, Rowena S.	F	Administrative Assistant III
	117	Jimenez, Maria Rafaela Miguela A.	F	Administrative Assistant III
	118	Maaño, Jeffrey E.	M	Administrative Assistant III
	119	Medenilla, Alegria O.	F	Administrative Aide VI
<b>ICT SERVICES</b>	120	Porteza, Wilbert B.	M	ITO
	121	Suante, Cristell Mae Dianne M.	F	Administrative Aide VI
	122	Oczon, Rommel T.	M	Teacher II
	123	Quindoza, Mark Nicko F.	M	JO
<b>LEGAL SERVICES</b>	124	Baldeo, Rexcia Maria B.	F	Attorney III
	125	Nuyda, Jackqueline D.	F	Administrative Assistant III
	126	Aguila, Carleen D.	F	Legal Assistant I
<b>CURRICULUM IMPLEMENTATION DIVISION</b>	127	Walangsumbat, Lorena S.	F	Chief Educ Supervisor
	128	Alba, Celestina M. Ed.	F	Education Program Supervisor

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Instructional Management Section	129	Casaña, Clarissa G.	F	Private Secretary
	130	Dalmacion, Dessa Marie B.	F	Administrative Aide VI
	131	Galarosa, Walter F. Ed.D.	M	Education Program Supervisor
	132	Garcia, Maria Dylin S.	F	PSDS
	133	Ilao, Asuncion C.	F	Education Program Supervisor
	134	Jarasa, Joseph E.	M	Education Program Supervisor
	135	Mauhay, Joan Alejaida R.	F	Education Program Supervisor
	136	Merle, Juanito A.	M	Education Program Supervisor
	137	Nieva, Raymond Q.	M	ADA I
	138	Orogo, Carmela Ezel A.	F	Education Program Supervisor
	139	Pureza, Abner L.	M	Education Program Supervisor
	140	Seño, Fernando T. DEM	M	Education Program Supervisor
	141	Vivar, Mary Joyce P.	F	Private Secretary
	142	Zaracena, Carolina T.	F	PSDS
Education Program Specialist for ALS	143	Agunias, Ananias R.	F	EPS II
	144	Buenafe, Adeline A.	F	EPS II
	145	Coronado, Arlene P.	F	EPS II
	146	Deza, German E.	M	EPS II
	147	Grobador, Maricris M.	F	EPS II
	148	Gutierrez, Laarni Rose R.	F	EPS II
	149	Jaro, Buena D.	F	EPS II
	150	Laurora, Frank Frederick R.	M	EPS II
	151	Manongsong, Maria Cherryl J.	F	EPS II
Learning Resource Management	152	Borines, Jee-Ann O.	F	Education Program Supervisor
	153	Basco, Joe Angelo L.	M	PDO II
	154	Lanot, Mercedita C.	F	
	155	Libranda, Aldren B.	M	Administrative Aide VI
	156	Rivera, Ronnjemmelle A.	M	Librarian II
	157	Zaracena, Krisca Anne C.	F	Administrative Aide VI

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SCHOOL GOVERNANCE AND OPERATION	158	De Villa, Elizabeth M.	F	Chief Educ Supervisor
	159	Agaran, Raul R.	M	Education Program Supervisor
	160	Garcia, Shara S.	F	Administrative Assistant II
Education Facilities	161	Arbolente, Ramir O.	M	Engineer III
	162	Cortas, Sharmaine G.	F	Engineer
	163	Jaranilla, Danica May V.	F	Administrative Assistant III
	164	Hutamares, Daniel Jr. I.	M	Engineer
	165	Pardilla, Gian Carlo O.	M	Engineer
Human Resource Training Development	166	Marino, Regina V.	F	Senior Education Program Specialist
	167	Duma, Michelle G.	F	Senior Education Program Specialist
Mobilization & Networking	168	Marquez, Paul Clifford N.	M	Senior Education Program Specialist
	169	Salamat, Mary Joyce P.	F	EPS II
	170	Repaso, Arvin P.	M	PDO II
Monitoring and Evaluation	171	Duma, Oscar R. Jr.	M	Senior Education Program Specialist
	172	Tupas, Maria Bernadit M.	F	EPS II
YFS	173	Camo, Hazel Ann S.	F	PDO I
	174	Perez, Leah A.	F	PDO I
	175	Tiusan, Mark Angelo M.	M	PDO I
Planning and Research	176	Fragata, Marbin Jeramil D.	M	Planning Officer III
	177	Abejo, Lea M.	F	Administrative Assistant II
	178	Placino, Bernadeth A.	F	Administrative Assistant II
	179	Quiambao, Alma M.	F	Administrative Assistant III
	180	Signo, Edwin G. Jr.	M	
SCHOOL HEALTH AND NUTRITION PERSONNEL	181	Tesalona, Marie Antoinette A.	F	Medical Officer III
	182	Abella, Ma. Teresita M.	F	Nurse II
	183	Habito, Vincent Lawrence B.	M	Administrative Aide VI
YFS	184	Glenda Verdan	F	PDO 1
SHS	185	Vivien D. Sayat	F	Nurse II
	186	Genesis Olarte	M	Nurse II
	187	May Ann Candelaria	F	Nurse II

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	188	Princess Leni May Rejano	F	Nurse II
	189	Soren Joshua P. Pabella	M	Nurse II
	190	Christine Rose Deocales	F	Nurse II

**SUB-OFFICES PERSONNEL**

<b>REAL SUB-OFFICE</b>	1	Coronacion, Lara Joy R.	F	ADMIN AIDE I
	2	Garcia, Guierson S.	M	ADMIN AIDE I (LGU FUNDED)
	3	Sungduan, Ruel A.	M	ADMINISTRATIVE OFFICER II
	4	Lopez, Arren Joy M.	F	ADMINISTRATIVE OFFICER II
	5	Pano, Jammela P.	F	ADMINISTRATIVE OFFICER II
	6	Avellaneda, Suzzette C.	F	ADMINISTRATIVE OFFICER II
	7	Prohibido, Kaydee C.	F	ADMINISTRATIVE ASSISTANT III
	8	Meraña, Julius G.	M	ADMINISTRATIVE ASSISTANT III
	9	Orejola, Nenita M.	F	ADMINISTRATIVE ASSISTANT III
	10	Anonuevo, Ruffa	F	Nurse II
	11	Merana, Rea		Nurse II

<b>CATANAUAN SUB-OFFICE</b>	1	Diola, Sheeka R.	F	ADMIN AIDE I
	2	Natividad, Queency	F	ADMIN AIDE (LGU FUNDED)
	3	De Gala, Jeffrey	M	ADMIN AIDE (LGU FUNDED)
	4	Urbiso, Vincent Jovi	M	ADMIN AIDE (LGU FUNDED)
	5	Apolinar, Mary Keith Mignonette P.	F	ADMINISTRATIVE OFFICER II
	6	Aranza, Cherie Rose A.	F	ADMINISTRATIVE OFFICER II
	7	Cabangon, Christine R.	F	ADMINISTRATIVE OFFICER II
	8	Morillo, Ruth Ann C.	F	ADMINISTRATIVE OFFICER II
	9	Landicho, Jun Rodney R.	M	ADMINISTRATIVE OFFICER II
	10	Perez, Irish Q.	F	ADMINISTRATIVE OFFICER II
	11	Fortunado, Louis Christopher	M	ADMINISTRATIVE ASSISTANT III
	12	Martinez, April M.	F	ADMINISTRATIVE ASSISTANT III
	13	Lorca, Estrella	F	Nurse II
	14	Laiza Rose Espinosa	F	Nurse II

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GUMACA SUB-OFFICE	1	Valiente, Rebecca A.	F	ADMIN AIDE I
	2	Mayormita, Kevin	M	CLERK IV (LGU FUNDED)
	3	Jaron, Arlyn A.	F	CLERK IV (LGU FUNDED)
	4	Ibal, Yoninah R.	F	ADMINISTRATIVE OFFICER II
	5	Martinez, Paul Harvey M.	M	ADMINISTRATIVE OFFICER II
	6	Amolar, Mary Rose S.	F	ADMINISTRATIVE OFFICER II
	7	Merjudio, Bryan Joshua A.	M	ADMINISTRATIVE OFFICER II
	8	Moreno, Ma. Crisela O.	F	ADMINISTRATIVE OFFICER II
	9	Samson, Jaymar V.	M	ADMINISTRATIVE OFFICER II
	10	Aguilar, John Mhar J.	M	ADMINISTRATIVE ASSISTANT III
	11	Barrameda, Melissa P.	F	ADMINISTRATIVE ASSISTANT III
	12	Ronquillo, Honeylee V.	F	ADMINISTRATIVE ASSISTANT III
	13	Almonte, Ma. Cerila	F	Nurse II

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