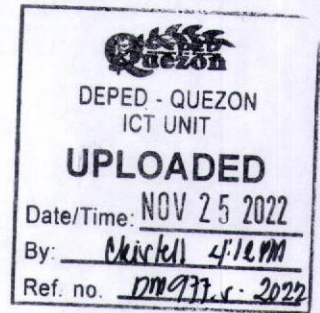




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



24 November 2022

DIVISION MEMORANDUM

DM No. 977, s. 2022

CONDUCT OF PERFORMANCE IMPLEMENTATION REVIEW AND TECHNICAL ASSISTANCE OF SCHOOL BASED SENIOR HIGH SCHOOL ADMINISTRATIVE ASSISTANT II IN PREPARATION FOR MID-YEAR PERFORMANCE REVIEW

**To: Assistant Schools Division Superintendents
Administrative Officer V
Administrative Officer IV
JHS and SHS School Heads
SHS Administrative Assistant II
All Concerned**

1. As part of the DepEd's Result-Based Performance Management System (RBPMS) cycle based on DepEd Order No. 2, s. 2015, through the conduct of Performance Implementation Review and Technical Assistance in preparation for Mid-Year Performance Review, this office aims to continuously improve itself for the organization's vision, goal and delivery of excellence to its clients and stakeholders. It also aims to recognize the importance of professional standards in continuing professional development of Senior High School Administrative Assistant II.
2. In connection to the above stated DepEd order, this office announces the conduct of the said activity on November 28-29, 2022 at M.I Sevilas Farm and Resort (Infinity Hall) Brgy. Domoit, Lucena City. Day 0 is on November 28, 2022, allocated for travel time for the participants coming from far or remote stations. Attached herewith is the list of participants for the said activity. (See attached enclosure)
3. To ensure the implementation of health and safety protocols amidst the COVID – 19 pandemic, the conduct of this activity shall comply with the existing guidelines and policies of the IATF.
4. Travel Expenses shall be charged to the respective school/office MOOE of the participants subject to the usual accounting and auditing rules. Please refer to DM 910 s. 2022 for clarifications on travel guidelines.

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5. Immediate dissemination of this Memorandum is earnestly desired.

ELIAS A. ALICAYA JR. EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Perajmo11/24/2022.

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Enclosure 1 to DM No. _____ S. 2022

List of Participants

1	ELIAS A. ALICAYA JR.	OIC-SDS
2	GREGORIO A. CO JR	ASDS
3	HERBERT D. PEREZ	ASDS
4	GREGORIO T. MUECO	ASDS
6	MA. DOLORES D. ATIENZA	AO V
7	WENNIE O. GAELA	HRMO II
8	RODELIO ESMERNA JR	AO II (TWG)
9	NORVIC VILLANIA	AO II (TWG)
10	ANNA JEAN M. OGERIO	AO II (TWG)
11	AKMI THERESE ASANAO	ADAS III (TWG)
12	ABARRA, PSALMS ALFRED LAGUERTA	ADAS II
13	ABELLANIDA, LIRIO DE LUNA	ADAS II
14	ADORMEO, LOISE MANTALA	ADAS II
15	AGATON, CLARA DAYO	ADAS II
16	AGORITA, MICHELLE ZAIDE	ADAS II
17	AGUILA, JOHN ANGELO ROCAS	ADAS II
18	ALABASTRO, NOVA RAMBOYONG	ADAS II
19	ALIOLA, MARJORIE SASA	ADAS II
20	ALIPIO, VIVIANA QUEANO	ADAS II
21	AMBIDA, DARLENE SHARMAINE GONZALES	ADAS II
22	ANULAO, EMERSON BARRON	ADAS II
23	ARISTORENAS, HEIZEL HUERTO	ADAS II
24	ARQUILITA, BRYAN OLIVER	ADAS II
25	AVENO, MARIBEL TROPICAES	ADAS II
26	AVILA, CHARLENE RUANTO	ADAS II
27	AZARIAS, SHEIRACHEL AZUL	ADAS II
28	BANGA, MARIO LIBRANDO	ADAS II
29	BARCO, AYNDRIAN ALLAREY	ADAS II
30	BARRAMEDA, MARY ANN PADA	ADAS II
31	BARRON, ROMMEL PORTA	ADAS II
32	BELE, ETHEL ROSE ESTOMATA	ADAS II
33	BENITEZ, MARIBETH NAAG	ADAS II
34	BILLONES, GLADYSZEL CERILLA	ADAS II
35	BOITIZON, OLIVER PARDO	ADAS II
36	BUHAT, KAREN BACALLA	ADAS II
37	BURI, MAE ANGELICA SUSANA	ADAS II
38	CADA, REYNALDO RACASA	ADAS II
39	CADACIO, EDNA DEL MUNDO	ADAS II

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41	CANETE, GIAN PAOLO GENSAYA	ADAS II
42	CAPILI, TRINIDAD AQUINO	ADAS II
43	CASTILLO, BELINDA PAR	ADAS II
44	CASTILLO, RONNELIE DACILLO	ADAS II
45	CONSOLACION, FRECILDA ARPON	ADAS II
46	CRUZ, JOEL ANDREW VALLADOLID	ADAS II
47	CUETO, JESSICA LOZANO	ADAS II
48	DAVA, JOSE LUIS GAYTANO	ADAS II
49	DAYO, GERRY DE GALA	ADAS II
50	DE LA CRUZ, JANELLE PALERMO	ADAS II
	DE LA PAZ, CHESTER LEE	
51	ALHAMBRA	ADAS II
52	DE LEON, CARLAMAE MANZO	ADAS II
53	DE MESA, LOURDES ANGELES	ADAS II
	DE TORRES, LOISE TIOMBE	
54	ALVAREZ	ADAS II
55	DELLOSA, AIZEL TOLENTINO	ADAS II
56	DURIA, ALDWIN JOHN NOCUM	ADAS II
57	ELLA, THELMA ESTRELLA	ADAS II
	ENDIAFE, MA ISABEL PRISCILLA	
58	RIVADULLA	ADAS II
59	ENDIQUE, MARIVIC PANGILINAN	ADAS II
60	ENERO, SHERWIN ENRIQUEZ	ADAS II
61	ENRIQUEZ, MERNALYN SALUDES	ADAS II
	ESCOLANO, MARY JOYCE ANN	
62	GONZALES	ADAS II
63	ESCUETA, JUAN MOISES GAYNILO	ADAS II
64	ESPANOLA, ROSELA LIZANO	ADAS II
65	FAJARDO, JOSELON AQUINO	ADAS II
66	FAJARDO, MARIA ELAINE VELUZ	ADAS II
67	FAUSTINO, QWENNIE ORIAN	ADAS II
68	FELICISIMO, JEFFREY EPONDO	ADAS II
69	FLOR, EVELYN VILLAREAL	ADAS II
70	FLORA, MARIAN SOLLANO	ADAS II
71	FRESNEDI, EMMANUEL RAMIREZ	ADAS II
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75	GUERRA, JOEL MAQUILAN	ADAS II
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	OLIVEROS, FLORES ELIZABETH	
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115	ORIJUELA, EDGRAN JR COGONON	ADAS II
116	PAGALAN, NAILA ZACARIAS	ADAS II
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	PANCHO, MA. FAYE KIMBERLY	
118	SUARILLA	ADAS II

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	PENAMORA, MARIA CRISTINA	
124	VILLAFLO	ADAS II
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154	TOLARBA, MERCY PENAMANTE	ADAS II
155	TUdTUD, ARMIEN REGIO	ADAS II
156	TUGAWIN, IVY MARIE LICAS	ADAS II
157	URSOLINO, MARU DONNA ALPAY	ADAS II
158	VALES, ERWIN RED	ADAS II
159	VELUZ, ARVEN RUDA	ADAS II
160	VILLALUZ, WELDRED LADESMA	ADAS II

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163	VIYAR JR, WILFRED MENDOZA	ADAS II

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