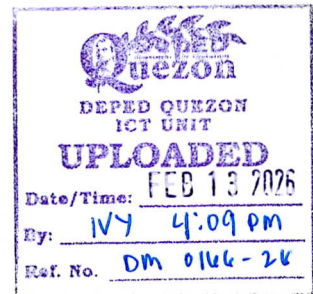




Republic of the Philippines
Department of Education
 REGION IV-A - CALABARZON
 SCHOOLS DIVISION OF QUEZON PROVINCE



11 February 2026

DIVISION MEMORANDUM

No. 166, s. 2026

ORIENTATION MEETING FOR UPDATING OF GSIS RECORDS DUE TO THE IMPLEMENTATION OF THE THIRD SALARY TRANCHE

To: Assistant Schools Division Superintendents
 Division Chiefs
 Section/Unit Heads
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

- In line with the **Executive Order (EO) No. 64, s. 2024**, titled **Updating the Salary Schedule for Civilian Government Personnel and Authorizing the Grant of an Additional Allowance, and for other purposes**, this Office announces the conduct of an Orientation Meeting for the updating of GSIS records relative to the implementation of the Third Tranche on February 26-27, 2026 at Division Library Hub.
- The above mentioned orientation meeting is to be held in two batches from 8:00 am – 5:00 pm are as follows:

District Name	Number or Participants	Date
District 1 & 2	23	FEBRUARY 26, 2026 (Thursday)
District 3 & 4	30	FEBRUARY 27, 2026 (Friday)

- The expected participants who will attend on the said orientation meeting are as follows:

Seq	Full Name	District
FIRST DISTRICT		
1.	MALLANTOC, EMELYN	BURDEOS DIST
2.	EVASCO, ABEGAIL P	GEN.NAKAR I DIST
3.	DELA CARZADA, PRINCESS MARIE JOY R	GEN. NAKAR II DIST

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Contact No.s: (042) 784-0366 | (042) 784-0164 |
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4.	MANLOGON, IANNIE MAY T	JOMALIG DIST
5.	BUERANO, CATHRINE B.	INFANTA DIST
6.	JALBUENA, CLAUDINE GAYLE A.	LUCBAN DIST
7.	PRINCIPE, MARY GRACE G	MAUBAN S DIST
8.	TIMBRE, ROMMEL R	MAUBAN N DIST
9.	RANILLO, REYLAN L	PAGBIALO I DIST
10.	CORONEL, MICHELLE P	PAGBILAO II DIST
11.	AMERICA, AICHELL D	PANUKULAN DIST
12.	CONSULTA, RENZO A	PATNANUNGAN DIST
13.	ORTILLANO, MONALYN M	POLILIO DIST
14.	LALUNIO, RIZA S	SAMPALOC DIST
15.	SUNGDUAN, RUEL A	REAL DIST
SECOND DISTRICT		
1.	CANALES, CHELSEA ANN	SARIAYA WEST DIST
2.	QUINTUA, MELODY C	SARIAYA EAST DIST
3.	ARENAL, ROSELEA C	CANDELARIA EAST
4.	GILBUENA, GERARDINE ROSE A	CANDELARIA WEST
5.	LLANTOS, JESSICA L.	TIAONG I DIST
6.	JORVINA, JEROME B.	TIAONG II DIST
7.	BACON, ANNABELLE C.	SAN ANTONIO DIST
8.	TENORIO, MARIAH SUSHMITA C.	DOLORES DIST
THIRD DISTRICT		
1.	CUENTO, IRISH B	AGDANGAN DIST
2.	ZAMORA, MARY JOYCE S.	BUENAVISTA DIST

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3.	PORLEY, JESTONI P	CATANUAN I DIST
4.	PEVIDAL, KNECOLLE R.	CATANUAN II DIST
5.	RIOFLORIDO, VANESSA D	GEN.LUNA DIST
6.	HUTALLA, AMEICEL A	MACALEON DIST
7.	ROSALES, CARINA R.	MULANAY DIST
8.	BOLADAS, MARVIN A.	PADRE BURGOS DIST
9.	SEVIAL, ABEGAIL F	PITOGO DIST
10.	SAMONTINA, BONIFACIO S JR.	SAN ANDRES DIST
11.	FERNANDEZ, BRYAN V.	SAN FRANCISCO I DIST
12.	AGUILAR, REMELYN H	SAN FRANCISCO II DIST
13.	PELOBELLO, JERIC G.	SAN NARCISO I DIST
14.	LIPNICA, CHELSEA KATE M.	SAN NARCISO II DIST
15.	DEL CASTILL, AIZA B	UNISAN DIST
FOURTH DISTRICT		
1.	VILLAVERDE, MARIANNE E.	ALABAT DIST
2.	VALVERDE, ARGEN TESSIE D	ATIMONAN I DIST
3.	FEBRER, RUBY JANE S	ATIMONAN II DIST
4.	MARTINEZ, PAUL HARVEY M	GUMACA WEST DIST
5.	AMOLAR, MARY ROSE S.	GUMACA EAST DIST
6.	PIALO, REYNALYN A	CALAUAG EAST
7.	CASTILLO, CRISTINE H	CALAUAG WEST
8.	NICOLAS, MADONNA M	GUINAYANGAN DIST
9.	CADACIO, EDNA D.	GUINAYANGAN DIST
10.	LUNA, MARIZELLE N	LOPEZ EAST DIST

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11.	ADORMEO, LOISE M	LOPEZ WEST DIST
12.	RAMIREZ, MARYJANE C	PEREZ DIST
13.	MELANIO, CZIANINE C	PLARIDEL DIST
14.	ALAYAN, JOHN MARK Z	QUEZON DIST
15.	SAN DIEGO, AILEEN T	TAGKAWAYAN DIST

- In line with the outlined schedule of the orientation meeting, the selected participants should accomplish the Pre-Work of GSIS ARA Updating in preparation on the said activity. Please access the link: <https://tinyurl.com/4rr2zfkf>
- The participants are expected to bring their own laptop and extension wires for the actual uploading of form in the GSIS WEBMSP.
- For more information, please directly coordinate with Ms. Madona R. Evangelista (GSIS ARA in-charge), Ms. Christine A. Alviso (ERF Handler - Elementary) and Ms. Yana Deneese G. Abcede (ERF Handler - Secondary) respectively.
- Travel expenses in connection with this activity shall be charged to the respective School MOOE and/or local funds subject to the usual budget, accounting and auditing rules and procedures.
- Widest and immediate dissemination of the Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Percaamre 02/11/2026
DEPEDQUEZON-TM-SDS-04-009-003



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