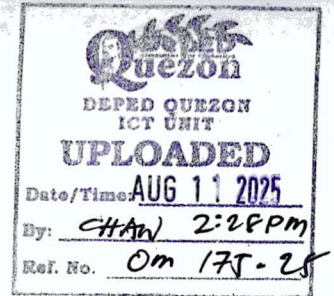




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



08 August 2025

OFFICE MEMORANDUM
OM No. 175, s. 2025

**ICT AND COMMUNICATION SKILLS ENHANCEMENT FOR SDO NON-TEACHING
PERSONNEL**

TO: Assistant Schools Division Superintendents
Division Chiefs
Section Heads
All Others Concerned

In reference to Office Memorandum No. 054 s. 2025 titled Online Submission of the Top Five Priority Professional Development Needs for Each Functional Division for FY 2025 this Office, through Human Resource Development Section (HRDS), announces the conduct of ICT and Communication Skills Enhancement Training for SDO Non-teaching Personnel on August 13-15, 2025 at MI Sevilas Farm, Brgy. Domoit, Lucena City.

This learning and development activity is designed to address the specific capacity-building needs of Division Office personnel, as identified through a comprehensive survey conducted among each functional division based on the consolidated results of individual development needs identified in Part IV of the IPCRF.

Registration will start at 7:00 A.M. and opening program will start at 8:00 A.M. First meal to be served is breakfast on Day 1 while the last meal to be served is dinner on Day 3.

This is a live-out activity. Training venue and meal expenses relative to the conduct of this activity shall be charged against the OPDNTP fund, while travel expenses and other related

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expenses shall be charged against the Division/School MOOE subject to budgeting, accounting, and auditing rules and regulations.

Kindly see the attachment for the official list of participants.

Immediate and widest dissemination of this Memorandum is highly desired.


ROMMEL O. BAUTISTA, CESO V
Schools Division Superintendent



sgodhrds/08/08/2025

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List of Participants

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3	ANGELICA H. MALABUNGA	3	MARIA DOLORES D. ATIENZA
4	APRIL M. MARTINEZ	4	YANA DENESE G. ABCEDE
5	BRANDON E. DE MESA	5	Xyrille Elise O. Gamboa
6	HAZEL B. SALIBIO	6	LAYLA ANNA B. MAGTANGOB
7	JAYZELLE R. OLIVEROS		
8	LARA JOY R. CORONACION		PERSONNEL
9	MA. LYN F. SILVA	1	CAREN A. SIÑO
10	CLARK H. CADIZ	2	CINDY P. PEREZ
11	JAN PAULINE P. BILLANES	3	GEMMA R. RADAN
12	LORELYN M. LADIANA	4	JHAN ELY MARIE R. AGATON
13	EDMUNDO R. MARIN, JR.	5	KATHY A. GASAPO
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2	Jewel Lee J. Depusoy	8	SARAH MAE S. QUINDOZA
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4	Maria Rafaela Miguela A. Jimenez	10	LEMUEL B. QUITAIN
	CASHIER	11	THERESE JEANNE T. REYES
1	SHIELA E. JAVEN		RECORDS SECTION
2	CRISTELL MAE DIANNE M. SUANTE	1	AIRA MAY C. PEREZ
3	CONNIE T. ABULENCIA	2	MARISYLL JUDEE G. MENDOZA
4	LER P. DE ROSAS	3	AKIMI THERESE ASANO
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2	ETHEL ROSE E. BELE		SDS
	PROPERTY AND SUPPLY SECTION	1	THERESE O. PARDO
1	MICHELLE P. DE MESA	2	RESIELE G. CORONACION
2	RUEL L. DRIZ JR		ASDS
3	GIOVANY A. JAMIL	1	Rena R. Rodil
	GUMACA SUB OFFICE	2	Marinel I. Obmerga
1	ANNALOU P. PEÑA		REAL SUB OFFICE

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3	REBECCA A. VALIENTE		

	SGOD		CID
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2	Repaso, Arvin P.	2	Jaime F. Zara Jr.
3	Cortas, Sharmaine G.	3	Maria Dylin S. Garcia
4	Hutamares, Daniel Jr. I.	4	Joseph E. Jarasa
5	Pardilla, Gian Carlo O.	5	Fernando T. Seño, DEM
6	Pardilla, Shereilyn O.	6	Walter F. Galarosa, PhD
7	Abejo, Lea M.	7	Jee Ann O. Borines
8	Quiambao, Alma M.	8	Abner L. Pureza
9	Habito, Vincent Lawrence B.	9	Liliosa B. Diasanta
10	Oczon, Rommel T.	10	Frank Frederick R. Laurora
11	Culajara, Carla Jobelle	11	Adeline A. Buenafe
12	Tupas, Maria Bernadit M.	12	Laarni Rose R. Gutierrez
13	Tiusan, Mark Angelo M.	13	Ronnjemmele A. Rivera
14	Camo, Hazel Ann S.	14	Joe Angelo L. Basco
15	Lagos, Floricel R.	15	Sielo Maureen S. Deveza
16	Adriane R. Aragon	16	Dessa Marie D. Gandia

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3	Maria Rosario Camilon, DMD	22	Maricar Dianne Galang, RN
4	Rizza G. Hernandez, DMD	23	Ana-Norwina Zarsadias, RN
5	Mary Ann S. Datinggaling, DMD	24	Dennis Fernando De Villa, RN
6	Estelita A. Estrella, DMD	25	Meybel Nantes, RN
7	Maria Sheryll R. Novela, DMD	26	Ragem Portes, RN
8	Ma. Teresita M. Abella, RN	27	Nessan Ingrid Rapada, RN
9	Haidee Mandrique, RN	28	Clarissa Ladignon, RN
10	Kaylim F. Pinion, RN	29	Francis Rainier De Leon, RN
11	Katrina Thea C. Reyes, RN	30	Kzhyra Andojar, RN
12	Luisa E. Parco, RN	31	Michaela H. Formalejo
13	Marinel Malabonga, RN	32	Micaela M. Tudla
14	Genesis Olarte, RN		
15	May Ann Gail Candelaria, RN		
16	Vivien Sayat, RN		

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18	Angela Casapao, RN		
19	Klaude Buñag, RN		

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Lorena S. Walangsumbat, EdD	OIC - Assistant Schools Division Superintendent
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Wilbert B. Porteza	ICT Officer – DepEd Quezon

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