



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

DepEd-Benguet Division
 OCT 19 2022
RELEASED

October 12, 2022

DIVISION MEMORANDUM

No. 329 s. 2022

**CONDUCT OF ORGANIZATIONAL AND PROFESSIONAL DEVELOPMENT FOR
 NON-TEACHING PERSONNEL 2022**

TO: Office of the Schools Division Superintendent
 School Governance and Operations Division
 Curriculum Implementation Division
 Public Elementary and Secondary School Heads
 All Others Concerned

- Professional Development in the Schools Division is not only limited to teachers and school leaders, but as well as to non-teaching employees for serving as support and advocates of the Department's mission, vision, and goals. To ensure quality, efficient, and effective conduct of roles and responsibilities in the workplace, all non-teaching employees identified are enjoined to attend the implementation of the Organizational and Professional Development for Non-Teaching Personnel 2022.
- All participants (Enclosure 1) are requested to confirm their attendance thru this link. Participants for Batch 3 shall be identified and confirmed by the Division DRRM Coordinator and School Health Section to be finalized in a separate memorandum.
- Please be guided with the following schedule and venue:

Batch	Date	Venue
Batch 1 (Finance)	October 24-26, 2022	Ecolodge, Baguio City
Batch 2 group 1 (Personnel)	October 26-28, 2022	Ecolodge, Baguio City
Batch 2 group 2 (AO)	October 26-28, 2022	Ecolodge, Baguio City
Batch 2 group 3 (SGOD)	November 9-11, 2022	Um-a, Tuba Benguet
Batch 3 Group 1 (SHN)	November 16-18, 2022	Ecolodge, Baguio City
Batch 3 Group 2 (DRRM)	November 16-18, 2022	TBI

- Meals and snacks shall be chargeable against HRD fund, while transportation shall be chargeable against local funds subject to the usual accounting and auditing rules and regulations.
- Widest dissemination and strict compliance of this memorandum is required.

GLORIA B. BUYA-AO
 Schools Division Superintendent

//sgod/hrds/xdk



Address: Wangal, La Trinidad, Benguet
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Department of Education
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Schools Division of Benguet

Enclosure 1

BATCH 1

No.	Name	Position
1	JORDAN G. MENDOZA	ADAS III
2	CHARISH WACLIN	ADAS II
3	WILMA CARIÑO	ADAS III
5	MARY GRACE P. PAAT	ADAS II
7	LEONIDA M. DEL-AMEN	ADAS II
8	CHRISTIAN KEITH SORIANO	ADAS III
10	ANGELICA P. WAKAT	ADAS II
11	EMILY D. BESENG	ADAS II
12	CAIVER B. OLAY	ADAS III
13	JULIE ANN B. SORIANO	ADAS III
14	FEBRA CANUTO	ADAS III
17	ZENY B. PACIO	ADAS III
20	RHEA DIANNE D. BINOMNGA	ADAS III
23	FREDA E. PACLOS	ADAS II
24	GARY B. FRONDARINA	ADAS II
25	JANELLE N. SIBAYAN	ADAS II
26	JULIET M. CASIMERO	ADAS II
32	RHESA DOMERIS	ADAS II
33	SHEYNA RASHELL P. AGWILANG	ADS II
34	ELSIE T. PAULAN	ADAS III
36	JOSEPHINE P. CARIÑO	ADAS III
38	LALYN A. NORMAN	ADAS II
39	JANELLE G. BUGNAY	ADAS II
40	JANICE D. NOLLORA	ADAS III
41	MELVA L. TELIGO	AdAs III
42	VIOLETA P. CAYAD-AN	AdA VI (Designated Supply Officer)
43	TERESITA F. SANTOS	ADAS III
44	LYDIA TADIOS	ADAS III
46	JULIENE DIAZ	ADAS II
47	AIZA JANE B. LABUANAN	ADAS III
48	DAPHNE ANGELICA N. ESPARA	ADAS III
49	EUFRALYN B. CELINO	ADAS III



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51	KAREN G. OMALIO	ADAS III
52	JULIUS O. DIG-O	ADAS III
53	LORENA A. SANCHEZ	ADAS II
54	JENNY KYMBERLY L. DOSDOS	AdAs II
55	JAMILLA B. MORRIS	ADAS III
56	JOAN TS, TUNGPALAN	ADAS II
57	ALONA T. SATURNINO	ADAS III
58	DELAILAH A. TAWA	ADAS II
59	KEZEL JOY D. PULQUISO	ADAS III
60	LORNA P. GORIO	Acct 1
61	JESSICA D. DEO	ADAS III
62	MARITES A. DIMOT	ADAS II
63	NARCISA D. DIAUS	ADAS III
64	MARITES D. BALITON	Admin. Aide VI
65	LAILA ISSIC	Admin Asst. II
66	JOANA E. DURANTE	ADASII
67	LILIAN A. CARPIO	ADAS III
68	ESTHER DOUGLAS	ADAS II
69	LEONA LAITA	ADAS III
70	RESOURCE SPEAKER	NON-DEPED
71	RESOURCE SPEAKER	DEPED
72	RESOURCE SPEAKER	DEPED
73	RESOURCE SPEAKER	DEPED
74	RESOURCE SPEAKER	DEPED
75	RESOURCE SPEAKER	DEPED
76	RESOURCE SPEAKER	DEPED
77	HRD	FACILITATOR
78-85	Additional pax to be identified	



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BATCH 2 GROUP 1

- 1 Glenn N. Duguis
- 2 Susan CJ Dawang
- 3 Maricel S. Codimdim
- 4 Nadia G. Ossic
- 5 Francisco V. Bagul-lo
- 6 Jayferd T. Pulac
- 7 Genevieve A. Yog-a
- 8 Christlyn S. Madalino
- 9 Shiela L. Ocampo
- 10 Errol E. Alico
- 11 Sabena B. Bagnisen
- 12 Jhumar G. Claim

BATCH 2 - GROUP 2

No.	Name	Position
1	LAMPACAN, MARITES PATRICIO	Administrative Officer IV
2	CLAUDIO, RUBEN GALASA	Administrative Officer IV
3	ATEN-AN, HANKY MAE BANIAGA	Administrative Officer IV
4	LICTAN, STEPHANIE MARANES	Administrative Officer IV
5	BADIO, EDITHA YUBOS	Administrative Officer IV
6	AVELINO, JONALYN IGUALDO	Administrative Officer IV
7	AGUINDANG, PURIZA DEPAYSO	Administrative Officer II
8	ROSAL, JARO PALAN	Administrative Officer II
9	KINNUD, LORNA DULNUAN	Administrative Officer II
10	ANTONIO, BRIGETTE CLEMENTE	Administrative Officer II
11	DAMOSLOG, CHRISTINE MAYANGGAO	Administrative Officer II
12	LARUAN, JANITH SITO	Administrative Officer II
13	ALFREDO, JENNILYN LEDSEY	Administrative Officer II
14	PANGESFAN, MERCY ROSE SAKIWAT	Administrative Officer II
15	CALAPEN, ANFE MONTE	Administrative Officer II
16	LUPANTE, LIZELLE LUCAS	Administrative Officer II
17	ASUDERA, TWINKLE DAYAG	Administrative Officer II
18	BERTING, BEVERLY SHANE ACOPI	Administrative Officer II
19	ASIONG, NOVELYN LABOTAN	Administrative Officer II
20	BAGLAO, ESLA OS-OSA	Administrative Officer II
21	LIWANEN, IDE ATMA	Administrative Officer II



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22	BALWANG, JACQUELINE BAWAN	Administrative Officer II
23	BARCENA, LALYN MADALANG	Administrative Officer II
24	PANAYO, ZENAIDA BANKEY	Administrative Officer II
25	AQUINO, JOVELYN SUCLAD	Administrative Officer II
26	HONORIO, ARMACITA ALUDOS	Administrative Officer II
27	LEGANIO, GERALD DEP-ASEN	Administrative Officer II
28	KITONGAN, HAZEL POTENNEC	Administrative Officer II
29	CONCEPCION, GERALDINE DULAY	Administrative Officer II
30	WAYAN, DESHEL MARTINEZ	Administrative Officer II
31	PULQUISO, ELMA DAGUIOA	Administrative Officer II
32	BALAHYAS, CHARLINE TUGUINAY	Administrative Officer II
33	POLON, JANRY SAPIGAO	Administrative Officer II
34	RESOURCE SPEAKER	NON-DEPED
35	RESOURCE SPEAKER	DEPED
36	RESOURCE SPEAKER	DEPED
37	RESOURCE SPEAKER	DEPED
38	RESOURCE SPEAKER	DEPED
39	RESOURCE SPEAKER	DEPED
40	RESOURCE SPEAKER	DEPED
41	HRD	FACILITATOR

BATCH 2 GROUP 3

School Governance and Operations Division employees (27 pax)

BATCH 3

Utility workers, security guard / watchmen etc. – 37 pax
 School Health Nurses and Guidance Councilors – 40 pax



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DepEd Resource Speakers and Facilitators

A. MENTAL HEALTH and SELF CARE

1. ROSELLE KRISTINE WAGUIS
2. JOVEN B. AGTANI
3. KENNETH W. KELCHO
4. JOAN HERTIMIA WAGANG
5. NERISSA I. BARBOSA
6. ANTIONETTE SACYANG
7. HRDS - XYLENE GRAIL D. KINOMIS AND ELVERNICE S. FANGED

B. INNOVATION PROPOSAL AND COMPLETION REPORT

1. LUCIO B. ALAWAS
2. HRDS - XYLENE GRAIL D. KINOMIS AND ELVERNICE S. FANGED

C. GOVERNMENT PROCUREMENT REFORM ACT or RA 9184

1. NON-DEPED OFFICIAL



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