



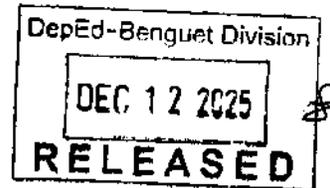
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

11 December 2025

DIVISION MEMORANDUM

No. 603, s. 2025

TO: School Governance and Operations Division
Public Schools District Supervisors / District-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned



SUBJECT: ADDENDUM TO DM NO. 598, S. 2025 RE PARTICIPANTS IN THE CONDUCT OF NURTURING KNOWLEDGE, SKILLS, AND WELL-BEING OF NON-TEACHING EMPLOYEES TOWARDS RESILIENCY AT WORK

1. The following are the additional non-teaching employees to the training on Nurturing Knowledge, Skills, and Well-being of Non-teaching Employees Towards Resiliency at Work on December 10-12, 2025 at Ecolodge, Magsaysay Ave., Baguio City.

Name	Position	School
Joden L. Watawat	AO II	Liblibeng ES - Kapangan
Rinalene C. Filog	AO II	Gadang IS - Kapangan
Gracety M. Callisen	AO II	San Pascual ES - Tuba
Marichelle G. Ola-o	AO II	Buguias CS - Buguias
Sunshine Lackias	COS - HRDS	SGOD - SDO

2. Tuba non-teaching employees shall be granted one day Compensatory Overtime Credit or its equivalent in accordance to Proclamation no. 1082, s. 2025, declaring Thursday, 11 December 2025, a special (non-working) day in the Municipality of Tuba, Province of Benguet.
3. All other provisions indicated in DM no. 598, s. 2025 shall remain in place.
4. Immediate dissemination of this memorandum is highly directed.

Digitally signed by
ESTELA P. LEON-
CARIÑO EdD, CESO III
Date: 2025.12.12
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ESTELA P. LEON - CARIÑO EdD, CESO III
Regional Director and
Concurrent Officer In-Charge
Office of the Schools Division Superintendent