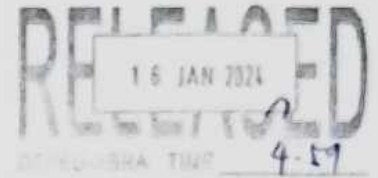




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF ABRA



January 16, 2024

DIVISION MEMORANDUM

No. 024 s. 2024

**ORIENTATION-WORKSHOP OF UPDATED ROLES AND RESPONSIBILITIES
OF SCHOOL BASED ADMINISTRATIVE OFFICER II**

To: Elementary & Secondary School Heads
All School-based Administrative Officer II
All Others Concerned

1. There will be an Orientation-Workshop of Updated Roles and Responsibilities of school based Administrative Officer II on January 22, 2024 at NMK Building, Mckinley St., Zone 2, Bangued, Abra.
2. The objectives of this activity are:
 - a. Crafting of SY 2023-2024 Administrative Officer II Individual Performance Commitment Review Form (IPCRF);
 - b. Final presentation of cluster assignments;
 - c. Updates on administrative and personnel matters; and
 - d. Other issues and concerns.
3. Attached is List of Participants to this orientation-workshop.
4. Participants are encouraged to bring their own laptops and extension cord.
5. Traveling expenses of participants shall be charged from their school MOOE Fund while Am snacks, lunch and PM snacks shall be charged against Division MOOE subject to the usual accounting and auditing procedures.
6. Immediate dissemination and compliance with this memorandum is desired.

AMADOR D. GARCIA SR. PhD, CESO VI
Schools Division Superintendent

Encl: As stated

OSDS/Admin/JBP



Address: Actividad-Economia St., Zone 2 (Consiliman), Bangued, Abra
Telephone No.: (074)614-6918
Email Address: abra@deped.gov.ph
Website: <http://www.depedabra.com>

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Enclosure No. 1

LIST OF PARTICIPANTS

NO.	NAME	DISTRICT	SCHOOL
1	ANGELICA P. BERMUDEZ	BANGUED	COSILI ELEMENTARY SCHOOL
2	BONIGEL A. BERNAL	BANGUED	SINALANG PILOT ELEMENTARY SCHOOL
3	ERWIN F. DAMIAN	BANGUED	BANGUED WEST CENTRAL SCHOOL
4	ESTHER R. TAMAYO	BANGUED	STA. ROSA PRIMARY SCHOOL
5	FRANZ KEVIN R.J.A. PALOS	BANGUED	ABRA SPECIAL EDUCATION CENTER
6	JAM RALLY B. BALLESTA	BANGUED	PATUCANNAY ELEMENTARY SCHOOL
7	JANINE ERIKA B. BELISARIO	BANGUED	COSILI WEST PRIMARY SCHOOL
8	JESREN RONA B. BARBON	BANGUED	MALITA ELEMENTARY SCHOOL
9	JOEY A. GUZMAN	BANGUED	SINAPANGAN ELEMENTARY SCHOOL
10	MARK CRIS C. BALLA	BANGUED	SAPAAC ELEMENTARY SCHOOL
11	MAYNARD B. BARGAS	BANGUED	SAN ANTONIO ELEMENTARY SCHOOL
12	NONIE NONALYN P. VILLALOBOS	BANGUED	MACARCARMAY ELEMENTARY SCHOOL
13	NORVHEE B. GALLARDO	BANGUED	BACSIL ELEMENTARY SCHOOL
14	RENATO V. BLANDO II	BANGUED	CALABA ELEMENTARY SCHOOL
15	ROLLY JOY RJ C. BARRIL	BANGUED	AGTANGAO ELEMENTARY SCHOOL
16	ROMEO S. PACULAN JR.	BANGUED	SAGAP ELEMENTARY SCHOOL
17	WILLY B. PUYAO	BOLINEY	DUMAGAS ELEMENTARY SCHOOL
18	BRENDA B. CIERVO	BUCAY	ABANG ELEMENTARY SCHOOL
19	MARICEL B. TUZON	BUCAY	BANGBANGCAG PRIMARY SCHOOL
20	MARINEL C. TIMBREZA	BUCAY	BANGCAGAN PRIMARY SCHOOL
21	SONNY T. LICTAWA JR.	BUCAY	CALAO ELEMENTARY SCHOOL
22	GEMMA C PISCO	BUCAY	DUGONG ELEMENTARY SCHOOL
23	LORNA B. PAET	BUCAY	LAYUGAN INTEGRATED SCHOOL
24	CERINE ANIN	BUCAY	PAGALA EAST PRIMARY SCHOOL
25	MARIET P. PATARAY	BUCAY	PAGALA WEST ELEMENTARY SCHOOL
26	ADLAI ROBIN A. GONZALES	BUCAY	PATOC ELEMENTARY SCHOOL
27	JENNIFER B. ALOY	BUCAY	QUIMLOONG ELEMENTARY SCHOOL
28	SINAMAR M. CAGASI	BUCLOC	DALDALAO ELEMENTARY SCHOOL
29	SHERIPA G MALNAWAN	DAGUIOMAN	DAGUIOMAN CENTRAL SCHOOL
30	GWEN NORALIE T. BLAZA	DANGLAS	MANGANIP ELEMENTARY SCHOOL
31	AGNEDA T. PRINCER	DOLORES	PACAC ELEMENTARY SCHOOL
32	ASHLEY B. DAGUIO	DOLORES	LIBTEC ELEMENTARY SCHOOL
33	BEA ALISTAIR G. REYES	DOLORES	MUDIIT ELEMENTARY SCHOOL
34	DANILO T. BUENAFE	DOLORES	CARDONA ELEMENTARY SCHOOL



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35	HEIZEL L. TESTADO	DOLORES	DON ROSALIO EDUARTE ELEMENTARY SCHOOL
36	ANGELA C. AQUINO	LACUB	SAP-AL ELEMENTARY SCHOOL
37	GENEFER E. BANEZ	LACUB	LAN-AG ELEMENTARY SCHOOL
38	LEN-LEN L. VISTE	LACUB	BACAG ELEMENTARY SCHOOL
39	MYLINE CALUBING	LACUB	PACOC ELEMENTARY SCHOOL
40	UNELYN D. URINGAN	LACUB	TALIPUGO ELEMENTARY SCHOOL
41	RAY JONES C. BALNEG	LAGANGILANG	TAGODTOD ELEMENTARY SCHOOL
42	ANNA MARIE CONCEPCION D. LABUGUEN	LAGANGILANG	GADDANI ELEMENTARY SCHOOL
43	CECILLE B. FILARCA	LAGANGILANG	CARIDAD AZARES ELEMENTARY SCHOOL
44	DAISY PAYUCONG	LAGANGILANG	LAGBEN PRIMARY SCHOOL
45	IRENE P. QUERIDO	LAGANGILANG	DALAGUISEN ELEMENTARY SCHOOL
46	NENA MAE G. CASTANEDA	LAGANGILANG	CAYAPA ELEMENTARY SCHOOL
47	OROSIA ARNOLDA LIWLIWA R. SALAZAR	LAGANGILANG	WILLY CASTILLO PRIMARY SCHOOL
48	PALMARIE VICTORIA P. VERZOLA	LAGANGILANG	PAGANAO ELEMENTARY SCHOOL
49	HERMANLO S. MOLINA	LAGAYAN	BA-I INTEGRATED SCHOOL
50	BEVERLY GAIL M. MONTILLA	LAGAYAN	LURGAY PRIMARY SCHOOL
51	CARLO C. PARADO	LAGAYAN	HAYBAYATIN PRIMARY SCHOOL
52	KRISTEL JOY P. LAYAO	LAGAYAN	COLLAGO ELEMENTARY SCHOOL
53	KHEILA C. SIGANAY	LAPAZ	LAPAZ INTEGRATED SCHOOL
54	CHERRY B. AVERO	LAPAZ	GONGONOT PRIMARY SCHOOL
55	DELY I. TAYABEN	LAPAZ	TOON ELEMENTARY SCHOOL
56	DENNIS DUPO	LAPAZ	BENBEN PRIMARY SCHOOL
57	GENEROSO P. PALOPE	LAPAZ	PIDIPID ELEMENTARY SCHOOL
58	JAMES LOYD L. BARCENA	LAPAZ	BULBULALA ELEMENTARY SCHOOL
59	JOE ANN M. TUAZON	LAPAZ	LIGUIS ELEMENTARY SCHOOL
60	ROMEO B. PARINAS	LAPAZ	ISIT PRIMARY SCHOOL
61	JUMAR T. PRINCER	LICUAN-BAAY	LICUAN INTEGRATED SCHOOL
62	IRENE A. BAGGAY	LICUAN-BAAY	NALBUAN ELEMENTARY SCHOOL
63	JANICE MANAHAN	LICUAN-BAAY	CAOAYAN PRIMARY SCHOOL
64	ARIANNE MAE ASENCIO	LUBA	SABNANGAN ELEMENTARY SCHOOL
65	CATHERINE A. LAYUGAN	LUBA	TABANGAO INTEGRATED SCHOOL
66	DERNA A. GAYYED	LUBA	TILLILO PRIMARY SCHOOL
67	JENALYN D. DAVIS	LUBA	BARIT ELEMENTARY SCHOOL
68	MECHELL I. PAIT	LUBA	GAYAMAN ELEMENTARY SCHOOL
69	MEDALYN T. CABUBURAC	LUBA	PACPACA ELEMENTARY SCHOOL



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70	RAIAN J. FRANCISCO	LUBA	TABANGAO INTEGRATED SCHOOL
71	SHERMAN D. CABANDAY	LUBA	AGUMANAY ELEMENTARY SCHOOL
72	CHARISSE CAMILLE L. IDAO	MALIBCONG	LAT-EY ELEMENTARY SCHOOL
73	CLIFFORD B. ELVEÑA	MALIBCONG	BAYABAS ELEMENTARY SCHOOL
74	JESSICA BARCENA	MALIBCONG	TARIPAN PRIMARY SCHOOL
75	JOSEPH T. ADRIANO	MALIBCONG	BANGILO ELEMENTARY SCHOOL
76	SHEKTON WILLIAM BALMACEDA	MALIBCONG	BINASARAN PRIMARY SCHOOL
77	SONNY BOY BALUCAS	MALIBCONG	DULAO ELEMENTARY SCHOOL
78	ANGELICA P. BERNALES	MANABO	STO. TOMAS PRIMARY SCHOOL
79	FEBBIE ANN M. ALLOPOG	MANABO	LIAGAN PRIMARY SCHOOL
80	JUSTINE RICCA R. BERROY	MANABO	MADAGO ELEMENTARY SCHOOL
81	LOVELY KRIS C. UY	MANABO	SAN JOSE ELEMENTARY SCHOOL
82	MANILYN M. NAUL	MANABO	CASAKGUDAN PRIMARY SCHOOL
83	EDZEL BISARES	PENARRUBIA	TATTAWA PRIMARY SCHOOL
84	JASMIN M. BERMUDEZ	PEÑARRUBIA	LUSUAC ELEMENTARY SCHOOL
85	SALVADOR FRANCISCO B. BRINGAS	PENARRUBIA	DUMAYCO PRIMARY SCHOOL
86	GARNETTE MAYER P. TON	PIDIGAN	PANGTUD PRIMARY SCHOOL
87	JANSEN RHEY T. CABANERO	PIDIGAN	ARAB ELEMENTARY SCHOOL
88	MARLOW A. BRAGAS	PIDIGAN	NAGDAINGAN ELEMENTARY SCHOOL
89	MAYBEL AIZA P. PACLEBA	PIDIGAN	BANAY PRIMARY SCHOOL
90	RIZANNE C. COLLADO	PIDIGAN	SULBEC PRIMARY SCHOOL
91	ANA ELOISA D. BARBER	PILAR	DINTAN ELEMENTARY SCHOOL
92	GLADYS D. MOLINA	PILAR	DALIT ELEMENTARY SCHOOL
93	GRACIA S. DECANO	PILAR	MODESTO-LUZ DE FIESTA PRIMARY SCHOOL
94	MARLON JAMES F. TOBIAS	PILAR	OCUP PRIMARY SCHOOL
95	MIA WILLIS P. ALVIS	PILAR	BOLBOLO ELEMENTARY SCHOOL
96	RONALYN G. LABUTONG	PILAR	PANG-OT ELEMENTARY SCHOOL
97	NOVIE HAZE G. LAMAGAN	SALLAPADAN	MAGUYEPYEP INTEGRATED SCHOOL
98	HIYASMEN A. MARDO	SALLAPADAN	NANGAS-ASAN PRIMARY SCHOOL
99	LIM COMULLOB	SALLAPADAN	NAGUILIAN ELEMENTARY SCHOOL
100	SHAREENA MAE T. RODRIGUEZ	SALLAPADAN	CALLABAN PRIMARY SCHOOL
101	SHIERRA JANE A. RALLY	SALLAPADAN	LAM-AOAN PRIMARY SCHOOL
102	DIVINE GRACE B. ADZUARA	SAN ISIDRO	MAOAY ELEMENTARY SCHOOL
103	JAY JAY BUENAFE	SAN ISIDRO	DALIMAG ELEMENTARY SCHOOL
104	JENY ANN R. SAWADAN	SAN ISIDRO	SAN MARCIAL ELEMENTARY SCHOOL
105	KATHLYN G. BAJANDI	SAN ISIDRO	TUROD ELEMENTARY SCHOOL



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106	RUSHEN CALINA	SAN ISIDRO	OLO ELEMENTARY SCHOOL
107	JAMES B. NIERVES	SAN JUAN	ALIMOSGAN ELEMENTARY SCHOOL
108	LICEL W. ARCIENTO	SAN JUAN	SUPIIL ELEMENTARY SCHOOL
109	MELODY JADORMIO	SAN JUAN	QUIDAOEN ELEMENTARY SCHOOL
110	FRANCES ARIANNE M. MUNAR	SAN QUINTIN	PALANG PRIMARY SCHOOL
111	MARIDEL S. GARCIA	SAN QUINTIN	PANTOC ELEMENTARY SCHOOL
112	MERY ROSE C. PAJARA	SAN QUINTIN	PRESENTAR ELEMENTARY SCHOOL
113	ALYSSA MARIE D. AZARCON	TAYUM	BAGALAY ELEMENTARY SCHOOL
114	ARNOLD B. DOMINGO	TAYUM	AN ANAAO ELEMENTARY SCHOOL
115	CEDRIC B. BALMACEDA	TAYUM	DON MARCOS ROSALES ELEMENTARY SCHOOL
116	GIZELLE T. CABANISAN	TAYUM	TAYUM CENTRAL SCHOOL
117	GRACE B. POLIS	TAYUM	VELASCO ELEMENTARY SCHOOL
118	LOIDE M. QUEZADA	TINEG	NAGLIBACAN INTEGRATED SCHOOL
119	ABRAHAM L. BUYAO	TINEG	ANAYAN ELEMENTARY SCHOOL
120	JHONRELL A. BELISARIO	TINEG	APAO PRIMARY SCHOOL
121	CANNIE P. BUYAO	TINEG	BELAAT ELEMENTARY SCHOOL
122	ERNIE C. DAOGAS	TINEG	CAGANAYAN ELEMENTARY SCHOOL
123	KEMERY FAITH SEGBO	TINEG	LABA PRIMARY SCHOOL
124	ANA HOPE Q. CALUBING	TINEG	MAGSALANG PRIMARY SCHOOL
125	MERY ROSE D. GUREN	TINEG	MAKINGAG PRIMARY SCHOOL
126	MARY ANN M. VENTURA	TINEG	SABANGAN ELEMENTARY SCHOOL
127	DERICK A. SINDON	TINEG	TAPAYEN PRIMARY SCHOOL
128	MAY CLAIRE D. DALINGAY	TUBO	ALANGTIN ELEMENTARY SCHOOL
129	LEA CONSTANTE	TUBO	AMTUAGAN ELEMENTARY SCHOOL
130	PREW VERA R. DAAGDAG	TUBO	BATAYAN PRIMARY SCHOOL
131	NOVELYN B. MACARIO	TUBO	CAOCAOYAN PRIMARY SCHOOL
132	ANGELINE B. PADAOIL	TUBO	DACUAG PRIMARY SCHOOL
133	NIGER CLIFFORD C. DUNGALAN	TUBO	DILONG NATIONAL HIGH SCHOOL
134	JOCELYN I. BARILLO	TUBO	LIKOWAN PRIMARY SCHOOL
135	SHERMALYN T. LUMAGUE	TUBO	PANANUMAN PRIMARY SCHOOL
136	GLENDA A. DULA	TUBO	SUPO ELEMENTARY SCHOOL
137	MARITIZ TANGANGE0	TUBO	TUBTUBA ELEMENTARY SCHOOL
138	QUISHEL G. DAKIWAS	TUBO	WAYANGAN ELEMENTARY SCHOOL
139	MARICHU B. BELMES	VILLAVICIOSA	CAL-LAO ELEMENTARY SCHOOL
140	DESERIE F. PADERES	VILLAVICIOSA	TUQUIB INTEGRATED SCHOOL
141	ZORAIDA V. SHARIEF	VILLAVICIOSA	LUMABA INTEGRATED SCHOOL



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