



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

RELEASED
 25 APR 2024
 DEPED-ABRA TMS 121

April 23, 2024

DIVISION MEMORANDUM

No. 189 s. 2024

ORIENTATION AND ONBOARDING OF SCHOOL BASED ADMINISTRATIVE OFFICER II, PDO I, ADAS II & III AND ADA VI

To: All Concerned School Heads
 Newly hired Administrative Officer II
 Newly hired Project Development Officer I
 Newly hired Administrative Assistant II and III
 Newly hired Administrative Aide VI
 Other Concerned SDO Personnel

1. In support to the program of the Civil Service Commission on Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME - HRM) gearing towards continuous improvement and excellence in Human Resource Systems, the Schools Division Office through the Administrative Services Unit will conduct an orientation and onboarding for all newly hired school based Administrative Officer II, Project Development Officer I, Administrative Assistant II and III and Administrative Aide VI on May 16, 2024 at a venue to be announced in a separate memorandum.
2. The objectives of this activity are as follows:
 - a. Orient participants on their duties and responsibilities in their Key Result Areas;
 - b. Capacitate participants in performing assigned tasks; and
 - c. Enhance sense of pride and appreciation among participants for being a DepEd personnel.
3. Attached herewith is Enclosure No. 1 showing the List of Participants to this activity for your easy identification.
4. 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.
5. 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/jyll

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Address: Actividad-Economia St., Zone 2 (Consiliman), Bangued, Abra
 Telephone No.: (074)614-6918
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"Sustain Integrity, Lead, and Nurture Abrenios for Greater accomplishment."



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Enclosure No. 1 (Division Memorandum No. 189 s. 2024)

LIST OF PARTICIPANTS

| NO. | NAME | DISTRICT | SCHOOL |
|-----|-----------------------------|-------------------------------|--|
| 1 | Balla, Mark Cris C. | Administrative Officer II | Sappaac Elementary School |
| 2 | Barbon, Jesren Rona B. | Administrative Officer II | Malita Elementary School |
| 3 | Blando II, Renato V. | Administrative Officer II | Calaba Elementary School |
| 4 | Pataray, Mariet R. | Administrative Officer II | Pagala West Elementary School |
| 5 | Labuguen, Ana Marie C. | Administrative Officer II | Gaddani Elementary School |
| 6 | Adriano, Joseph T. | Administrative Officer II | Bangilo Elementary School |
| 7 | Berroy, Justine Rica R. | Administrative Officer II | Madago Primary School |
| 8 | Bermudez, Jasmin M. | Administrative Officer II | Lusuac Elementary School |
| 9 | Bragas, Marlow A. | Administrative Officer II | Nagdaingan Elementary School |
| 10 | Mardo, Hiyasmen A. | Administrative Officer II | Nangas-asan Primary School |
| 11 | Buyao, Cannie P. | Administrative Officer II | Belaat Primary School |
| 12 | Guren, Mery Rose D. | Administrative Officer II | Makingag Primary School |
| 13 | Daagdag, Prew Vera | Administrative Officer II | Batayan Primary School |
| 14 | Lumague, Shermalyn T. | Administrative Officer II | Pananuman Primary School |
| 15 | Daogas, Ernie C. | Administrative Officer II | Caganayan Elementary School |
| 16 | Layugan, Catherine A. | Administrative Officer II | Tabangao Integrated School (JHS) |
| 17 | Aquino, Angela C. | Administrative Officer II | Sap-al Elementary School |
| 18 | Elveña, Clifford B. | Administrative Officer II | Bayabas Elementary School |
| 19 | Idao, Charisse Camille L. | Administrative Officer II | Lat-ey Primary School |
| 20 | Alvis, Mia Willis P. | Administrative Officer II | Bolbolo Elementary School |
| 21 | Calubing, Ana Hope Q. | Administrative Officer II | Magsalang Primary School |
| 22 | Dungalen, Niger Clifford C. | Administrative Officer II | Dilong National High School |
| 23 | Francisco, Raian J. | Administrative Officer II | Tabangao Integrated School (Elem) |
| 24 | Aquino, Eric G. | Project Development Officer I | Bangued West Central School, Sinapangan Elementary School, Sta.Rosa Primary School |
| 25 | Al-Kholifi, Lucky Keith F. | Project Development Officer I | Cosili Elementary School, Bacsil Elementary School, Cosili West Primary School |

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|----|--------------------------------------|-------------------------------|--|
| 26 | Omar, Abdul Mannan B. | Project Development Officer I | Bulbulala Elementary School, Isit Elementary School, Toon Elementary School |
| 27 | Peralta, Gerlie T. | Project Development Officer I | Dalaguisen Elementary School, Caridad Azares Elementary School, Tagodtod Elementary School |
| 28 | Centeno, Ronald Ilych D. | Project Development Officer I | Lagben Primary School, Mudiit Elementary School, Willy Castillo Primary School |
| 29 | Jovelo, Marionette F. | Project Development Officer I | Ocup Primary School, Dalit Elementary School, Dintan Elementary School |
| 30 | Buena, Imelda T. | Project Development Officer I | Tayum Central School, Patucannay Elementary School, Don Marcos Rosales Elementary School |
| 31 | Pabillano, Gerex B. | Project Development Officer I | SDO-Abra Insular |
| 32 | Leppago, Janeen Ybeth L. | Administrative Aide VI | SDO-Abra Insular |
| 33 | Palcon, Marlon Jose D. | Administrative Aide VI | SDO-Abra Insular |
| 34 | Cabarrubias, Maria Celeste Danica O. | Administrative Aide VI | SDO-Abra Insular |
| 35 | Blanca, Nerissa Kaye A. | Administrative Aide VI | SDO-Abra Insular |
| 36 | Andanan, Glaisa Nabi B. | Administrative Aide VI | SDO-Abra Insular |
| 37 | Matalino, Florence M. | Administrative Aide VI | SDO-Abra Insular |
| 38 | Venus, Erwin B. | Administrative Assistant III | SDO-Abra Insular |
| 39 | Madriaga, Mary Rose B. | Administrative Assistant II | Langiden National High School |
| 40 | Galvan, Kathleene Ainna V. | Administrative Assistant II | Tineg National High School |
| 41 | Rifareal, Idzele June S. | Administrative Assistant II | San Isidro National High School |
| 42 | Ferrer, Frances Lou V. | Administrative Assistant II | Western Abra National High School |
| 43 | Padapat, Jelly A. | Administrative Assistant II | San Quintin National High School |
| 44 | Domingo, Jeraldine G. | Administrative Assistant II | Baay National High School |
| 45 | Timbreza, Janet B. | Administrative Assistant II | Marc Ysrael B. Bernos Memorial National High School |
| 46 | Adriatico, Aldrin DG. | Administrative Assistant II | Pulot National High School |





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|----|--------------------------------|-----------------------------|--|
| 47 | Mateo, Caryle Nicolai V. | Administrative Assistant II | Pangtod National High School |
| 48 | Sibal, Royce Ann G. | Administrative Assistant II | Abra High School |
| 49 | Asencio, Keith Van Rossdale P. | Administrative Assistant II | Boliney National High School |
| 50 | Balneg, Aristotle B. | Administrative Assistant II | Abas National High School |
| 51 | Laguicao, Grail Venus C. | Administrative Assistant II | Mataragan National Agricultural School |
| 52 | Paned, Almie Jane C. | Administrative Assistant II | Dalit National High School |
| 53 | Vibas, Marilow A. | Administrative Assistant II | Cayapa National High School |
| 54 | Bolante, Mary Jane B. | Administrative Assistant II | Northern Abra National High School |
| 55 | Dalingay, Noryn W. | Administrative Assistant II | Tiempo National High School |

