



Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

DM 2020-05-177  
DEPED MALAYBALAY CITY DIVISION  
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**DIVISION MEMORANDUM**

No. 177, s. 2020

To: **Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads  
All Others Concerned**

From: **VICTORIA V. GAZO, PhD., CESO V**  
Schools Division Superintendent

Date: May 11, 2020

Re: **ORIENTATION ON THE PREPARATION OF TEACHER'S  
PROPORTIONAL VACATION PAY (PVP) PAYROLL FOR SY 2019-2020**

1. Pursuant to DepED Memorandum No. 049, s. 2020 re: **Computation of Public-School Teacher's Proportional Vacation Pay for School Year 2019-2020**, there will be an Orientation on the preparation of the PVP Report on May 21, 2020 at the Division Multipurpose Hall.
2. Participants to the Orientation are Administrative Assistant II and Administrative Assistant III assigned in their respective schools. They are advised to bring laptop, extension wire and list of teachers of their schools.
3. In compliance to the Social Distancing policy of the Department, the meeting shall follow the schedule attached in this memorandum.
4. Queries relative to this can be relayed to Cheryl Jane C. Peñalosa, Administrative Assistant III of the Personnel Unit at 09551672926.

*Enclosure:* List and Schedule of Participants

**TO BE POSTED ON WEBSITE**



Purok 6, Casisang, Malaybalay City  
Telefax (088) 314-0094  
Email: malaybalay.city@deped.gov.ph

**List and Schedule of Participants**  
**BATCH 1 AM Session (8:30-12:00)**

No.	Name of ADAS incharge	Assigned Schools	No.	Name of ADAS incharge	Assigned Schools
1	Barsobia, Phoebe	Bukidnon NHS - Dalwanga	9	Lapeciros, Lorna	Bukidnon NHS (MAIN)
2	Deslate, Michael	Dalwangan ES Capitan Angel IS Damitan ES New Ilocos ES Patpat ES	10	Miquiabas, Anabelle	BCT ES Malaybalay City CS
3	Diabordo, Barbette Fame	Kalasungay NHS	11	Clarete, Irish	Casisang NHS
4	Bahian, Maria Liza	Kalasungay CS Barangay 9 ES Natid-asan ES	12	Lambiguit, Gindy	Casisang IS Mapayag ES Bendolan ES Magsaysay IS
5	Reyes, Manilyn	Baganao ES Kibalabag IS Kilap-agan IS Manalog ES Sumpong CS Tag-Ilanao ES	13	Israel, Joe Randy	Panamucan ES San Jose ES Mabuhay ES
6	Bendijo, Alve Anne Christy	Can-ayan IS	14	Romanillos, Jennefer	Casisang SHS
7	Balansag, Jeralyn	Candiisan IS Incalbog ES Tintinaan ES	15	Baul, Katleen Kristy	Malaybalay City NHS
8	Rabanes, Coleen	Bukidnon NHS - Imbayao Annex Imbayao ES Sta. Ana ES Airport Village ES			

List and Schedule of Participants  
BATCH 2 PM session (1:30-5:00)

No.	Name of ADAS incharge	Assigned Schools	No.	Name of ADAS incharge	Assigned Schools
1	Quirong, Gwendolyn	Aglayan CS Balangbang ES Cabangahan ES Laguitas ES	9	Lianda, Edwin	Managok CS Lunokan ES Langasihian ES Matangpatang ES Miglamin ES
2	Limena-Ricarte, Laureen Marie	Malaybalay City Science NHS	10	Armecin, Nelvin	Managok NHS - Miglamin Annex
3	Lim, Jason	Bangcud CS Binalbagan ES Calawag ES Dapulan ES Macote ES Padernal ES Simaya IS	11	Tirol, Karole Lenin	Managok NHS (MAIN)
4	Pasia, Gerardo	Bangcud NHS Luyungan High School	12	Espelita, Edwin Jr.	Caburacanan ES Kulaman ES Mapulo ES Tuburan IS Zamboanguita CS
5	Borres, Jona	Lalawan ES Linabo CS Paiwaig ES Sawaga ES Bagong Silang ES Dumayas ES Maligaya ES	13	Lim, Lourenil	Pigpamulahan ES St. Peter ES Indalasa ES
6	Borres, Ness Viola	Managok NHS - Lalawan Annex	14	Maskariño, Bob Fortune	Kibalabag ES Pighalugan ES Silae ES Silae NHS
7	Adajar, Dayanara	San Martin-Agro Industrial NHS	15	Padla, Waldemar	Busdi IS
8	Dayo, Irene Joy	Apo Macote NHS Malaggap ES San Martin ES San Roque ES	16	Apostol, Amado	St. Peter NHS