



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

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DEPED MALAYBALAY CITY DIVISION
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BY: [Signature]

December 13, 2023

DIVISION MEMORANDUM

NO. 542, s. 2023

TO: Chief Education Supervisor and Staff, Curriculum Implementation Division
Chief Education Supervisor and Staff, Schools Governance and Operations Division
Section/Unit Heads and Staff
This Division

FROM: **CHERRY MAE L. LIMBACO-REYES**
Schools Division Superintendent [Signature]

Re: **ATTENDANCE TO DIVISION PERSONNEL CAPABILITY
BUILDING ON GENDER RESPONSIVENESS IN THE WORKPLACE**

1. All concerned are hereby enjoined to attend the Division Personnel Capability Building on Gender Responsiveness in the Workplace on December 20, 2023 (Wednesday) at Roadhouse Grand Hall, Bagontaas, Valencia City from 8:00am to 5:00 pm inclusive of travel time.
2. This activity aims:
 - a) To strengthen gender responsiveness in the implementation of programs, projects and activities to reduce the barriers caused due to discrimination and gender bias.
 - b) To gain a clear sense of direction in their respective roles aligned and established alongside the office's goals, vision and mission.
 - c) To enable employees to pay attention to the unique needs of all clients, valuing their perspectives, respecting their experiences, understanding developmental differences between girls and boys, women and men, and ultimately empowering girls and women.
3. Attached to this Memorandum is the list of participants. In order to ensure continuity of public service, a skeleton workforce will remain in the office.
4. Travel expenses is chargeable against local funds subject to usual accounting and auditing rules and regulations.
5. Queries may be relayed to Mr. Rosalio P. Arangco, Education Program Supervisor at 09171594825.



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**DIVISION PERSONNEL CAPABILITY BUILDING ON GENDER
RESPONSIVENESS IN THE WORKPLACE**

December 20, 2023

LIST OF PARTICIPANTS

No.	NAME	POSITION	DIVISION	SECTION
1	LIMBACO-REYES, CHERRY MAE L.	Schools Division Superintendent	OSDS	SDS
2	Garces, Brayon B.	Administrative Officer II	OSDS	SDS
3	Blasé, Edgar B.	Administrative Aide IV	OSDS	SDS
4	Dajay, Aliena S	Asst. Schools Division Superintendent	OSDS	ASDS
5	Mulawan, Glaive May D.	Administrative Aide VI	OSDS	ASDS
6	Dinlayan, II Manuel D.	Administrative Officer V	OSDS	Administrative Services
7	Cagatcagat, Irish J.	Administrative Aide VI	OSDS	Administrative Services
8	Limbengco, Rufelia J.	Administrative Officer IV	OSDS	Cash Unit
9	Cavan, Flora Mae D.	Administrative Aide VI	OSDS	Cash Unit
10	Monteseven, Jayson	Administrative Assistant II	OSDS	Cash Unit
11	Villahermosa, Guia Ma. G.	Administrative Officer IV	OSDS	Personnel Unit
12	Palma, Novilyn G.	Administrative Officer II (HRMO I)	OSDS	Personnel Unit
13	Maguido, Earl D.	Administrative Aide VI	OSDS	Personnel Unit
14	Don, Evelyn Joy V.	Administrative Assistant III	OSDS	Personnel Unit
15	Gamboa, Sunshine C.	Administrative Assistant III	OSDS	Personnel Unit
16	Feliciano, Dave M.	Administrative Assistant III	OSDS	Personnel Unit
17	Go, Amorelle Faith P.	Administrative Assistant III	OSDS	Personnel Unit
18	Butal, Jayson E.	Administrative Assistant III	OSDS	Personnel Unit
19	Baula, Elaine Joy B.	Administrative Assistant III	OSDS	Personnel Unit
20	Porras, Florabelle R.	Administrative Officer IV	OSDS	Records Unit
21	Astudillo, Khessandra Lou	Administrative Aide VI	OSDS	Records Unit
22	Rivera, Annavella	Job Order	OSDS	Records Unit
23	Daguimol, Darvy C.	Administrative Officer IV	OSDS	Supply Unit
24	Branzuela, King James	Administrative Aide VI	OSDS	Supply Unit
25	Un, Heinrich Alwyn S	Administrative Assistant III	OSDS	Supply Unit
26	Cruzado, Neil Mar B.	Administrative Assistant III	OSDS	Supply Unit
27	Sias, Rendon C.	Administrative Aide I	OSDS	General Services
28	Empuerto, Sannie S.	Administrative Aide I	OSDS	General Services
29	Allado, Randy C.	Administrative Aide I	OSDS	General Services
30	Dayoc, Jerson A.	Administrative Aide IV	OSDS	General Services
31	Rosalejos, Rhysa Cyle C.	Accountant III	OSDS	Accounting Unit
32	Bautista, Janice M.	Administrative Assistant III	OSDS	Accounting Unit
33	Cipriano, Henry M.	Administrative Assistant III	OSDS	Accounting Unit
34	Lianda, Roldan D.	Administrative Assistant III	OSDS	Accounting Unit
35	Peligrino, Cherry Faye T.	Administrative Assistant II	OSDS	Accounting Unit
36	Tandayag, Junnie Von B.	Administrative Assistant III	OSDS	Accounting Unit
37	Maque, Merafel Cris B.	Administrative Assistant III	OSDS	Accounting Unit
38	Lim, Lourenil M.	Administrative Assistant III	OSDS	Accounting Unit
39	Padla, Waldemar	Administrative Assistant III	OSDS	Accounting Unit
40	Maputi, Sibyl L.	Administrative Officer V	OSDS	Budget Unit
41	Tuminao, Darry D.	Administrative Assistant I	OSDS	Budget Unit
42	Mellomida, Mayela Lou A.	Administrative Assistant III	OSDS	Budget Unit
43	Pesisano, Wincerbogne L.	Attorney III	OSDS	Legal Services
44	Arias, Paul John P.	Information Technology Officer II	OSDS	ICT Services
45	Garcia, Ariel D.	Administrative Assistant III	OSDS	ICT Services
46	Astudillo, Pamela L.	Administrative Officer II	OSDS	Procurement Unit
47	Labita, Joeril C.	Administrative Assistant II	OSDS	Procurement Unit

No.	NAME	POSITION	DIVISION	SECTION
48	Daguinotas, John F.	Administrative Aide IV	OSDS	Procurement Unit
49	Quirog, Ralph T.	Chief Educ. Prog. Supervisor-CID	CID	Office of the Division Chief
50	Taray, Filipina T.	Administrative Aide VI	CID	Office of the Division Chief
51	Gabales, Dindo M.	Education Program Supervisor	CID	Instructional Management
52	Bentillo, Imelda S.	Education Program Supervisor	CID	Instructional Management
53	Bongocan, Sharon Mae A.	Education Program Supervisor	CID	Instructional Management
54	Ocier, Analy L.	Education Program Supervisor	CID	Instructional Management
55	Pizarro, Virgilin R.	Education Program Supervisor	CID	Instructional Management
56	Reyes, Maria Concepcion S.	Education Program Supervisor	CID	Instructional Management
57	Salupado, Rosie A.	Education Program Supervisor	CID	Instructional Management
58	Valde, Rachel R.	Education Program Supervisor	CID	Instructional Management
59	Allaba, Aba Q.	Public Schools District Supervisor	CID	District Instructional Supervision
60	Balintongog, Liza G.	Public Schools District Supervisor	CID	District Instructional Supervision
61	Berial, Evermold	Public Schools District Supervisor	CID	District Instructional Supervision
62	Jabonero, Romil T.	Public Schools District Supervisor	CID	District Instructional Supervision
63	Molina, Jovy G.	Public Schools District Supervisor	CID	District Instructional Supervision
64	Mortera, Ferdinand V.	Public Schools District Supervisor	CID	District Instructional Supervision
65	San Miguel, Vicente T.	Public Schools District Supervisor	CID	District Instructional Supervision
66	Wales, Perlita B.	Public Schools District Supervisor	CID	District Instructional Supervision
67	Pimentel, Manny B.	Public Schools District Supervisor	CID	District Instructional Supervision
68	Tan Nery, Noel A.	Public Schools District Supervisor	CID	District Instructional Supervision
69	Catane, Gretchen V.	Education Program Specialist II	CID	Alternative Learning System
70	Ligando, Ethyl Jane B.	Education Program Specialist II	CID	Alternative Learning System
71	Yap, Purisima J.	Education Program Supervisor	CID	Learning Resources Management
72	Padua, Jr. Paterno T.	Project Development Officer II	CID	Learning Resources Management
73	Togonon, Emelyn R.	Librarian II	CID	Learning Resources Management
74	Capacio, Lorenzo O.	Chief Educ. Prog. Supervisor-SGOD	SGOD	Office of the Division Chief
75	Arangco, Rosalio P.	Educ. Program Supervisor	SGOD	Office of the Division Chief
76	Ebora, Edelina M.	Senior Education Program Specialist	SGOD	School Monitoring & Evaluation
77	Dublas, Mary Gladys J.	Education Program Specialist II	SGOD	School Monitoring & Evaluation
78	Mamawag, Marsfifth M.	Senior Education Program Specialist	SGOD	Social Mobilization & Networking
79	Arbutante, Rio G.	Education Program Specialist II	SGOD	Social Mobilization & Networking
80	Alcuizar, Ria K.	Senior Education Program Specialist	SGOD	Planning & Research
81	Sescon, Novem A.	Planning Officer III	SGOD	Planning & Research
82	Merida, Woodrow Wilson B.	Senior Education Program Specialist	SGOD	Human Resource Development
83	Dacanay, Rex C.	Education Program Specialist II	SGOD	Human Resource Development
84	Fontanilla, Leslie T.	Engineer III	SGOD	Education Facilities
85	Openiano-Flores, Maria Sarline R.	Medical Officer III	SGOD	School Health
86	Fulgencio, Marcos Julita K.	Dentist II	SGOD	School Health
87	Panganiban, Marcela S.	Dentist II	SGOD	School Health
88	Lincuna, Jennifer T.	Nurse II	SGOD	School Health
89	Pojas, Mary Larcy B.	Nurse II	SGOD	School Health
90	Molina, Alma B.	Nurse II	SGOD	School Health
91	Obeñita, Marie Cris V.	Nurse II	SGOD	School Health
92	Nunez, Ian Augustus	Nurse II	SGOD	School Health
93	Marabe, Hazel G.	Nurse II	SGOD	School Health
94	Un, Keziah Fatima M.	Nurse II	SGOD	School Health
95	Lucine, Jimdandy S.	Project Development Officer II	SGOD	DRRM
96	Pagaran, Karl Lois C.	SHS Project Development Officer I	SGOD	Youth Formation & Devt.
97	Cahucom, Lucilyn M.	SHS Project Development Officer I	SGOD	Youth Formation & Devt.
98	Salvo, Arsil	Job Order	SGOD	Driver
99	Asinero, Joey	Job Order	SGOD	Driver
100	Libuhan, Jave Art	Job Order	SGOD	Education Facilities