



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

08 March 2024

DIVISION MEMORANDUM

No. 137 s. 2024

**DIVISION STAFF ORIENTATION WORKSHOP (DSOW) ON THE CONDUCT OF THE  
SIP CRAFTING**

TO : Chiefs Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Concerned Elementary and Secondary School Heads  
All others concerned

1. This is to request the concerned school heads and SDO personnel to report at Virac Pilot Elementary School, on March 11, 2024, from 8:30 in the morning to 5:00 p.m. to attend the Division Staff Orientation Workshop (DSOW) regarding the conduct of the SIP Division Workshop.
2. The objective of the DSOW is to prepare the session guides, workshop materials, and other logistics that are needed in the workshop. Participants in this DSOW are attached to this memorandum.
3. The travel and other expenses of the participants relative to the attendance to DSOW shall be charged from the school mooc/local funds subject to the existing budget.
4. For information, guidance, and compliance of all concerned.

  
**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent

OSDS- SGOD - 03-08-2024/ATB



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Enclosure 1 to DM No. 137 s. 2024

**List of Participants**

**SDO Personnel**

1. SGOD Chief Mary Jean S. Romero
2. EPS Aroline T. Borja
3. Planning Officer III Rey C. Bonayon
4. SEPS HRD Carol P. Gil
5. SEPS SMME Sarah S. Chiong
6. SEPS SocMobNet Marife B. Brequillo
7. Medical Officer III Kristine G. Santelices
8. PDO II-Ma. Audrea L. Vivo
9. PDO II Rosario B. Vegim
10. PDO II Ma. Lourdes M. Sorra
11. Engr. Rodger A. Matienzo

**School Principals:**

1. SP IV Amelia R. Eusebio
2. SP III Cesmendo Borrromeo
3. SP III Salve T. Templo
4. SP II Dennis L. Gianan
5. SP I Efren O. Matienzo
6. HT III Noel D. Torrena

**Support Staff:**

1. John Steve Tejerrero
2. Andreli T. Lumbao
3. Joy Suaviso

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