

Republika ng Pilipinas
Kagawaran ng Edukasyon
Region 5 (Bikol)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

19 May 2025


DIVISION MEMORANDUM
No. 446, s. 2025

DIVISION WORKSHOP ON BRIDGING THE GAP: STREAMLINING THE SUBMISSION OF LEARNING AND DEVELOPMENT (L & D) IN SDO AND IN SCHOOLS USING THE TRACKING DOCUMENT PLATFORM

To : Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/In-Charge of the Districts
Secondary/Elementary Head Teachers
School ICT Coordinators/ Key Teachers
All Others Concerned

1. The Schools Division Office (SDO) through the Schools Governance Operations Division Human Resource Development Unit will be conducting an Orientation Workshop on Bridging the Gap: Streamlining the submission of Learning and Development (L & D) in SDO and in Schools using the Tracking Document Platform on **May 21 (Batch 1) and May 22 (Batch 2) 2025**, at **Victor Hall, VTC, Gogon Virac, Catanduanes**.
2. This training-workshop aims to:
 - a. To update the approved Learning and Development activities conducted in SDO, schools, and learning centers using the HRD Document Platform.
 - b. To present emerging initiated L & D practices in SDO, schools, and learning centers.
 - c. To give recognition to the schools with emerging initiated L & D practices.
3. Expected participants are instructed to fill in the profile link: <https://forms.office.com/r/Ni4VQrRd5z>.
4. Enclosures to this memorandum provide details as follows:
 - a. Enclosure 1: Training Matrix
 - b. List of Participants
 - c. List of PMTs
5. Participants are advised to bring a laptop, and extension wire, and digitized approved learning and development activities for CY 2025 in pdf form that will be used during the activity.
6. The PSDS/ In-Charge of the Districts, school head-resource persons shall designate an Officer-In-Charge of their respective schools to ensure that school operations will not be hampered during their attendance to the training workshop. The teacher-participants are required to prepare a substitution plan approved by the school heads to handle their students while they are attending the training-workshop.
7. Meals, supplies/ materials and other training expenses shall be charged from the Division Human Resource Development (HRD) Current Fund while the travel expenses may be charged to local fund/school MOOE subject to usual accounting and auditing rules and regulations.
8. For your information, guidance, and compliance.

By Authority of the OIC- Schools Division Superintendent


EVA S. TOLENTINO
Administrative Officer V
Officer-In-Charge
Office of the Schools Division Superintendent



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Enclosure No. 1 in DM 446, 2025

TRAINING MATRIX

<p>Orientation Workshop on Bridging the Gap: Streamlining the submission of Learning and Development in SDO and in Schools using the Learning and Development Tracking Document Platform</p> <p>May 21 and 22, 2025 08:00 AM-05:00 PM- Batch 1 & Batch 2</p> <p>Venue: Victor Hall, VTC, Gogon Virac, Catanduanes.</p>	
Time	Activities
01:00-05:00 PM	Program Management Team Meeting/Division Staff Orientation Workshop
08:00-08:30 AM	Arrival & Registration
08:30-09:00 AM	Preliminaries AVP-Philippines National Anthem AVP-Prayer AVP-Inang Catandungan
09:00-09:15 AM	Checking of Attendance
09:15-09:30 AM	Statement of Purpose
09:30-09:45 AM	Opening Message by SDS, ASDS, or Chief
09:45-10:00 AM	Activity Objectives and Matrix
10:00-11:00 NN	HRD Active Links Managers Ms. Elizabeth S. Urbano EPS-II
11:00-12:00NN	Workshop Ms. Elizabeth S. Urbano EPS-II
12:00-01:00 PM	Lunch
01:00-2:00 PM	Workshop Ms. Elizabeth S. Urbano EPS-II
2:00-2:30PM	Health Break
2:30-4:15PM	Presentation of of digitized L & D initiatives to be uploaded on the L & D Tracking Document Platform Ms. Carol P. Gil SEPS
04:15-04:30PM	Synthesizing Ms. Aroline T. Borja Education Program Supervisor
04:30-05:00PM	Clearing House/Feedback giving



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Enclosure No. 2 in DM 446, 2025

**TARGET PARTICIPANTS
Batch 1: May 21, 2025**

1	AGITO	KIM JAPHET	E.	Teacher 3	San Miguel South	San Miguel RDHS
2	AGUILAR	REY	R.	Master Teacher I	San Andres East	Batong Paloway ES
3	AGUIRRE	LORNA	G.	Teacher III	San Andres West	Mayngaway NHS
4	ALAM	JOHN ALDIN	P.	Teacher III	Virac North	Virac Pilot ES
5	ALBERTO	MARIVIC	T.	Teacher III	Pandan West	Lumabao ES
6	ALFARO	DANICA	L.	Teacher II	San Andres East	Timbaan ES
7	ALFON	RAQUEL	C.	Head Teacher IV	Virac South	Pajo Baguio ES
8	ALIARO	ARDY	A.	Teacher II	San Andres East	Caragnag ES
9	AMARANTO	LEA	V.	Teacher III	Panganiban	Babaguan ES
10	ANGELES	LUZ	F.	Teacher III	Panganiban	Mabini ES
11	ANGELES	MELANIE	T.	Teacher III	Panganiban	PCES
12	AQUINO	HERBERT	M.	Teacher III	Bagamanoc South	Bagamanoc
13	ARACOSTA	JUVY	Z.	Teacher 3	Virac South	Palta NHS
14	ARAOJO	JAYSON	S.	Teacher III	Virac North	JMA Puniton ES
15	ARAOJO	JULIE ANN	S.	Teacher III	Caramoran South	Milaviga IS
16	ARAOJO	MELINDA	M.	Teacher III	San Andres East	Bon-ot ES
17	ARSENIO	RASEL KAY	T.	Teacher III	Bato West	Sibacungan ES
18	ASANZA	EDISON		Teacher III	Caramoran North	Palumbanes IS
19	AUTERO JRA.	ROSA	B.	Teacher III	San Miguel North	Mabato Central ES
20	BAGADIONG	JOHN MARK	O.	Teacher 2	Virac South	Antipolo NHS
21	BALBIN	NIÑO JOSHUA	O.	Teacher 3	Virac South	Palta NHS
22	BALDOZA	CHRISTIAN	L.	Teacher III	Pandan West	Cobo IS (Sec. Department)
23	BALOLOY	SHYNE	I.	Teacher III	Caramoran North	Caramoran CES
24	BARBA	BRYAN	T.	Teacher 3	Bato East	Mintay ES
25	BARCETA	SHAHANI	I.	Teacher III	Pandan West	Sta. Cruz ES



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26	BEGINO	DAVIE	F.	Teacher III	San Andres West	Puting Baybay ES
27	BELANGEL	PRINCESS	O.	Teacher III	Virac North	JMAMES
28	BELGAR	MA. ANALYN	T.	Teacher III	Pandan East	Leandro I. Verceles SR. NHS
29	BELMONTE	DEO	M.	Teacher 3	San Andres East	San Andres Vocational School
30	BENAVIDEZ	CHERRY MAE	R.	Teacher I	Virac South	Hawan Ilaya ES
31	BERNAL	RONILDA	T.	Teacher III	San Miguel South	Obo ES
32	BESONIA	IGANIE	A.	Teacher III	San Andres East	San Jose ES
33	BLASCO	LYRA	M.	Teacher II	San Andres West	Tominawog ES
34	BONGALON	ELA RUZ	J	Teacher I	Virac North	Catanduanes NHS
35	BORBE	DONNA MADEL	T.	Teacher II	Gigmoto	San Pedro ES
36	BORJA	ARLENE	S.	Teacher II	Virac North	San Vicente ES
37	BORRE	MICHELLE	M.	Teacher III	San Andres West	Manambrag ES
38	BRAGAIS	RICHELLE	D.	Master Teacher II	Bagamanoc South	Bagamanoc CES
39	BRUSOLA	ROSE GHIENESS	R.	Teacher III	San Andres West	Mayngaway ES
40	BUENDIA	ANITA	T.	Teacher III	Virac South	Palta NHS
41	BUENDIA	ROSEMARIE	O.	Teacher II	Viga West	Quezon ES
42	BUENO	VANESSA	B.		San Andres East	Comagaycay
43	CABALLERO	MELANIE	D.	Teacher III	Panganiban	Panay CS
44	CABALLERO	ROY	G.	Teacher III	Virac South	Hawan NHS
45	CABRERA	JEAN ROSE	J	Teacher 2	Panganiban	Tibo ES
46	CABRERA	RENALYN	V.	Teacher III	Bagamanoc South	Salvacion ES
47	CALLOS	AR-JAY	D.	Teacher 3	Virac North	Virac Pilot ES
48	CAMACHO	ROLLAN	T.	Teacher III	Baras South	Macutal ES
49	CAMANO	CYNTHIA	T.	Head Teacher I	Virac North	Calatagan ES
50	CAMU	IMEE	O.	Teacher 3	Virac South	Antipolo NHS
51	CAPISTRANO	RAMIL	V.	Teacher 2	Bagamanoc South	Salvacion ES



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52	CARRANZA	CHITO	T.	Teacher 2	Gigmoto	Sioron ES
53	CERILLO	AIZEL	A.	Teacher III	Pandan West	Cobo IS (Elem. Department)
54	CLAVO	FLOREN	P.	Teacher 3	San Andres West	Maygnaway NHS
55	COLUMNA	RHONA	M.	Teacher 3	San Andres East	San Andres CES
56	COMIDA	SARAH	A.	Teacher III	Pandan West	Bagawang ES
57	COMIDA	VICENTE	S.	Teacher IV	Pandan West	PCES
58	CORPIO	ANALYN	P.		San Miguel North	Mabato CES
59	CORREO	JOAN	G.	Head Teacher II	Virac South	Calampong ES
60	CORTEZ	ARLENE	S.	Master Teacher II	San Andres East	SACES
61	CRUZ	ROCHELLE	P.		San Miguel South	San Miguel RDHS
62	DASIGAN	JOANNE KRISTINE	T.	Teacher III	Virac South	Magnesia National HS
63	DAVOR	SHERLLYA	T.	Teacher III	Virac South	Valencia ES
64	DAVOR	SHERYLLYN	T.	Teacher III	Virac South	Valencia ES
65	DAYAWON	EMMA	V.	Teacher III	Baras North	Genitligan ES
66	DE LEON	ARON	V.	Teacher III	Bagamanoc North	Cahan ES
67	DE LEON	CHRISTINE JOY	Q.	Teacher III	Virac North	Sogod Simamla ES
68	DEL BARRIO	CECILLE	T.	Teacher III	Baras North	Guinsaanan ES
69	DEL BARRIO	RAMIR	R.	Head Teacher III	Caramoran North	Caramoran RDHS
70	DELA CRUZ	ABRAHAM	T.	Master Teacher II		ALS
71	DELA CRUZ	SHARI MAE	T.	Teacher I	San Andres East	Yocti ES
72	DELA ROSA	EILEEN	V.	Teacher 3	Panganiban	San Miguel ES
73	DELOS REYES	ROSALIE	B.	Teacher III	Caramoran North	Mabini ES
74	DOMINGO	JOY	B.	Teacher III	Pandan West	Catamban ES
75	DOMINGO	MELCHOR	D.	Teacher I	Caramoran North	Camburo ES
76	DOMINGUEZ	CHRISTIAN	D.	Teacher I	Pandan West	Pandan School of



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TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

						Arts and Trades
77	ESPINOSA	FRANCIS NIKKO	C.	Teacher I	Virac North	Hicming ES
78	FERNANDEZ	ALEXANDER YVAN	P.	Teacher III	San Andres West	Bislig ES
79	FERRER	ROWENA	Y.	Teacher III	Caramoran North	Caramoran RDHS
80	FERRER	SHERYLL	T.	Teacher III	San Miguel South	SM CES
81	FRANCISCO	MARVIC	A.	Teacher III	Viga East	Magsaysay ES
82	FRIAS	ANGELITA	E.	Teacher III	Pandan East	Porot ES
83	GARCIA	OFELIA	T.	Master Teacher I	Bato West	Oguis ES
84	GIANAN	CHARLENE	A.	Teacher III	San Andres West	San Isidro ES
85	GIANAN	EMMA LYNN	D.	Master Teacher I	Pandan West	Oga ES
86	GIANAN	LORENZO	P.	Teacher III	San Andres West	Cabungahan ES
87	GONZALES	JAYCEE	T.	Teacher 3	Gigmoto	Dominador C. Guerrero ES
88	GONZALES	LALAINÉ	V.	Head Teacher III	Gigmoto	Gigmoto RDHS
89	GONZALES	MAE ELOISA	J.	Teacher III	Virac North	Bigaa ES
90	GONZALES	MARY ANN	S.	Master Teacher II	Virac North	Taytay ES
91	GONZALES JR.	FELICITO	C.	Teacher III	Virac North	Dugui Wala ES
92	GOZO	JESSICA	F.	Teacher 3	San Andres West	Manambrag NHS
93	HUBALDO	GABELYN	B.	Teacher IV	Baras North	Agban Central ES
94	IBARDALOZA	MA. JANINE	G.	Teacher III	Bagamanoc North	Hinipaan ES
95	IBAYAN	ERNESTO	A.	Teacher III	Virac South	F. Tacorda Village ES
96	INTERNO	MA.SHIELA	I.	Teacher III	Pandan West	Tariwara ES
97	JOSON	LIZA	M.	Teacher III	San Miguel North	Mabato NHS
98	JOVEN	MARIBEL	B.	Teacher II	San Andres West	Bagong Sirang ES
99	LEONARDO	GRETCHEN	L.	Teacher III	San Miguel South	Solong PS
100	LEONARDO	ROTCHEN	T.	Teacher III	San Miguel South	Buhi ES



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101	LIMPANGOG	KRISTINE	P.	Teacher III	Viga East	Buenavista ES
102	LLEVA	JINKY JOY	R.	Teacher III	Caramoran North	Panique ES
103	LOPEZ	IAN	DR.	Teacher 3	Pandan West	Lumabao ES
104	LOPEZ	LAINA	B.	Teacher III	Pandan West	Balognonan ES
105	MABINI	MICHELLE				
106	MAGDARAOG	RENE	C.	Teacher II	Pandan West	Caruyo PS
107	MAGNO	MA.ELENA	N.	Teacher III	Bagamanoc North	Bugao NHS
108	MANLAGNIT	JENNIFER	D.	Teacher III	San Andres West	Agojo ES
109	MANLAGNIT	TERESITA	S.	Head Teacher IV	San Andres East	SAVS
110	MANOGUID	CEDRICK	J.	Special Science Teacher 1	Virac North	Catanduanes NHS
111	MANUEL-ZAFE	DIANNE FRITZ		SPET III	Virac North	JMAMES
112	MARINO	ALLEN	B.	Master Teacher I	Bato West	Guinobatan ES
113	MARINO	ERA	R.	Master Teacher II	San Miguel South	Katipunan ES
114	MARQUEZ	JANICE	S.	Teacher III	Virac North	Calabnigan ES
115	MASAGCA	DYSESSEBELLE	M.	Teacher I	San Andres East	Bon-ot ES
116	MOLINA	ALILYN	O.	Teacher III	Baras South	Putsan-Danao ES
117	MOLINA	APRIL	T.	Teacher III	Gigmoto	Sicmil IS
118	MOLINA	GLADYSLYN	V.	Teacher III	Bagamanoc North	Mavil ES
119	MOLINA	JAYSON		Teacher I	Bagamanoc South	Bagamanoc RDHS
120	MOLINA	VANESSA JANE	D.	Teacher III	San Andres East	Alibuang ES
121	MORALES	CLARISSA LHOREN	T.	Teacher III	Gigmoto	Dororian ES
122	MORALES	JONATHAN	T.	Teacher II	San Miguel North	Pagsangahan IS
123	NAZARENO	FRANKLIN	S.	Teacher I	San Andres West	Hilawan ES
124	NAZARENO	JOANA	S.	Teacher III	San Andres West	Codon ES
125	OLARVE	SUZETTE	G.	Teacher III	Panganiban	San Miguel ES



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126	OSIDA	SHERRY	S.	Teacher III	San Andres East	Lictin IS
127	OSILA	ANNE MARIONNE	A.	Teacher 2	Virac North	Catanduanes NHS
128	PACORA	GLAIZA	Z.	Teacher III	Virac South	Palta ES
129	PADILLA	AVIGAIL	V.	Teacher 2	Panganiban	Panganiban NHS-CAIC Compound
130	PALOMER	JULIUS	O.	Teacher I	Viga East	Soboc ES
131	PANTALEON	PRINCESS JOY	B.	Teacher III	Gigmoto	Dororian NHS
132	PASUENGOI	JEZRIEL	J.	Teacher II	Panganiban	Tibo ES
133	PEREZ JR.	CHARLES	T.	Master Teacher II	Virac South	Antipolo ES
134	PRIETOS	LERMA	T.	Teacher III	Viga West	Viga CES
135	PUBLICO	LINA	T.	Teacher III	San Miguel South	Patagan ES
136	PURCIL	JESSA	F.	Teacher III	San Andres West	Cabcab NHS
137	RAMOS	TRISTAN PHILIP		Teacher III	Gigmoto	Sioron ES
138	RAVAGO	EDUARD PAUL	T.	Teacher III	Pandan West	San Rafael ES
139	REYES	BERNADETH		Teacher II	Virac North	Capilihan ES
140	ROBRIGADO	SHEILA	S.	Teacher III	Pandan East	Canlubi ES
141	RODULFO	JESSIE	A.		Bato West	Cabugao IS
142	ROJAS	EMIL	T.	Teacher II	Virac North	Catanduanes NHS
143	ROJAS	JINKY	J.	Teacher II	Virac North	Sto. Nino ES
144	ROJAS	MA. CLEOFE	M.	Teacher III	Bato East	Batalay ES
145	ROJAS	PRINCESS	C.	Teacher III	Viga East	Villa Aurora ES
146	ROMERO	MARICON	P.	Teacher III	Virac South	Cavinitan ES
147	ROMERO	ROAN	S.	Teacher III	Virac North	Gogon ES
148	ROSLIN	AILYN	A.	Teacher III	Caramoran North	Dario ES
149	RUEL	FRANCIS	T.	Teacher III	Pandan West	San Andres ES
150	RUIZ	JOMAI	G.	Teacher II	Viga West	Ananong ES
MAY 22, 2025, BATCH 2						
151	SABALAS	AUREEL	P.	Teacher III	Bato West	Sipi ES
152	SABENIANO	ANALIZA	E.	Teacher 3	Virac South	Marilima ES



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153	SALES	AMOR	D.	Master Teacher I	Virac South	San Isidro Village ES
154	SALVADOR	AILEEN	S.	Teacher II	San Andres East	Jose Rizal ES
155	SALVADOR	KAREN	S.	Teacher III	San Andres West	Barihay ES
156	SAMAR	MA. SACHEL	T.	Teacher III	Virac North	Simamla ES
157	SAMUDIO	RICHMON KING		Teacher II	San Andres West	J.M.A (Asgad)
158	SANCHEZ	AILEEN	U.	Teacher II	Virac South	Talisoy ES
159	SARMIENTO	DAVID	B.	Head Teacher II	Caramoran North	Dariao NHS
160	SARMIENTO	JAKE	S.	Teacher III	Virac North	Sto. Domingo ES
161	SARMIENTO	JAYSON	B.		Gigmoto	Gigmoto RDHS
162	SARMIENTO	MARIBETH	T.	Teacher II	San Miguel North	Balatohan ES
163	SERRANO	MARIA REENA	E.	Teacher III	Pandan West	Panuto ES
164	SISMUNDO	SARAH	O.	Teacher III	Viga West	Roxas ES
165	SOFRANES	CAREN	V.	Teacher III	Caramoran South	Iyao ES
166	SOLANO	MARITES	H.	Master Teacher I	San Andres West	Cabcab Central ES
167	SOLIVERES	ALVIN JOSEF	V.	Master Teacher II	San Andres East	SAVS
168	SONEJA	ROBERT	S.	Teacher III	San Andres West	San Vicente ES
169	SORIAO	FEBIE	T.	Master Teacher I	Bato East	San Roque ES
170	SUAREZ JR.	DEMETRIO	M.	Teacher 3	Virac South	Marilima ES
171	SUMIDO	AL JOHN	A.	Teacher I	Caramoran South	Milaviga IS
172	SUMULAT	HAZEL EVONNE		Teacher I	San Miguel North	Siay ES
173	SUNGUAD	REYNALYN	S.	Teacher III	Bagamanoc South	Quigaray ES
174	SUSI	JOANNA ROSE	O.	Teacher I	Viga West	Almojuela ES
175	TABIRAO	GLADYS	V.	Teacher II	San Miguel North	Kilikilihan ES
176	TABIRAO	SHARON	C.	Teacher III	Bato East	Libjo ES
177	TABLATE	ROBERT	V.	Head Teacher III	Virac South	Batag ES
178	TABOR	MICHELLE JANE	R.	Teacher III	San Andres West	Manambrag NHS



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179	TACORDA	CARMEL	T.	Teacher III	Viga East	Tambongon CES
180	TAJAN	ANABELLE	A.	Teacher I	Pandan East	San Isidro ES
181	TAJAN	GRACEFHER	C.	Teacher I	San Miguel North	San Marcos ES
182	TALAN	JOAN	T.	Teacher 3	Virac South	Palta NHS
183	TANAEL	RHEA	T.	Teacher III	Baras North	San Miguel ES
184	TANON	JEFFREY	S.	Teacher II	Virac North	Dugui Too ES
185	TAPADO	MARY JOY	T.	Teacher III	Baras South	Salvacion ES
186	TAPIA	MARILYN	B.	Teacher III	San Miguel North	Alma ES
187	TAPIA	REYNAN	P.	Teacher 2	Bato East	Cagraray ES
188	TAPIT	MARIA	P.	Teacher 3	Bato West	Oguis ES
189	TARIO	BEVERLY	R.	Teacher III	San Miguel South	Dayawa ES
190	TATAD	JOY		Teacher III	Gigmoto	Gigmoto CES
191	TATEL	MARIA CECILIA	M.	Master Teacher I	Virac North	Danicop ES
192	TAYAM	MARY GRACE	T.	Master Teacher II	Bato West	Marinawa ES
193	TAYANGONA	ANTHONY	D.	Teacher II	Bagamanoc North	San Vicente NHS
194	TAYAS	JAMIE	T.	Teacher 3	Bato East	Buenavista ES
195	TEJADA	JORGE	E.	Teacher 2	Gigmoto	Dororian NHS
196	TEJERERO	PAUL XAVIER	T.	Teacher I	Bato East	Bato CES
197	TELEG	PIO JR.	T.	Master Teacher 2	Bato East	Bato RDHS
198	TENDENCIA	NANCY	L.	Master Teacher I	Baras South	Baras Central ES
199	TENDINILLA	ANNABEL	B.	Head Teacher V	Bato East	Bato RDHS
200	TENERIFE	ANGELYN	O.	Teacher 3	Bato East	Buenavista ES
201	TENORIA	JENNIFE	S.	Master Teacher I	Baras South	Tilod ES
202	TEOLOGO	ANGELICA	T.	Teacher III	Gigmoto	Biong ES
203	TERRAGO	TECHIE	P.	Teacher III	Bato East	Pananaogan ES
204	TERRAZOLA	SARAH JANE		Teacher II	San Miguel South	Boton PS



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205	TERROBIAS	LILIAN PAULA	B.	Teacher III	Bato East	Carorian ES
206	TESORERO	ELAINE MAE	R.	Teacher I	Viga East	Quirino ES
207	TESORO	AIZA	J.	Teacher II	Viga West	Del Pillar ES
208	TEVES	LIEZL	B.	Teacher III	San Miguel North	Paraiso- A ES
209	TID	RICKY	V.	Master Teacher I	Viga East	Tinago ES
210	TIDON	JOHN ALREY	V.	Teacher 3	Virac South	Cavinitan ES
211	TINDUGAN	JEROME	F.	Teacher 2	Virac North	Buyo IS
212	TINDUGAN	RIALIN	B.	Teacher III	San Miguel South	San Juan ES
213	TOLENTINO	LOYALITA	M.	Teacher III	San Andres West	Catagbacan ES
214	TOLLEDO	JAVINE	M.	Special Science Teacher 1	Virac North	Catanduanes NHS
215	TORRECAMPO	SHARMAINE	T.	Teacher I	Viga West	Viga Rural DHS
216	TORRENA	JULIETO	M.	Teacher II	San Miguel South	Obo ES
217	TORRENA	SHELLY ANN	T.	Teacher III	San Miguel North	Pacogon ES
218	TORRES	ALEX	I.	Head Teacher III	Virac South	Marilima ES
219	TRAMANO	CESAR	M.	Teacher III	Gigmoto	ALS Gigmoto
220	TRESVALLES	MARIAN	M.	Teacher I	Viga East	Batohonan ES
221	TRIBIANA	HONDINA	T.	Teacher III	San Miguel North	Tobrehon ES
222	TRILLES	ELSIE	T.	Teacher III	Bato East	San Pedro ES
223	TRINIDAD	LOTIS	T.	Master Teacher 1	Viga West	Almojuela ES
224	TRINIDAD	ROCELIA	S.	Teacher 3/TIC	Bato East	San Pedro ES
225	TUBICE	ANALYN	R.	Teacher III	Baras North	Agban NHS
226	TUBIS	CATHERINE	I.	Teacher III	Bato West	Cabugao IS
227	TUGANO	JOCELYN	T.	Teacher 3	Panganiban	Panganiban NHS
228	TUIBEO	SHARAMAE	V.	Teacher III	Viga East	Begonia ES
229	TULALIAN	DENNIS	T.	Teacher III	Viga West	San Vicente ES
230	TULDAC	RENE	G.	Master Teacher I	Panganiban	Alinawan ES
231	TUPLANO	JANE	T.	Head Teacher III	San Miguel South	San Miguel RDHS



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232	TUPE	JEAN	D.	Teacher I	Viga West	Summit ES
233	URBASE	MARITES	T.	Teacher III	Bato East	Bote IS
234	USERO	PERFECTO	M.	School Principal I	Viga West	Summit/ P. Vera ES
235	VALENZUELA	FRENLYN	E.	Teacher III	Baras North	Benticayan ES/ Puraran ES
236	VALENZUELA	MARJORIE	C.	Teacher II	San Miguel South	Pangilao ES
237	VALENZUELA	WENNILYN	S.	Teacher I	San Miguel North	Pagsangahan IS
238	VALEZA	JOYCE	S.	Teacher II	Caramoran North	San Jose ES
239	VALLEDOR	ARIEL	S.	Master Teacher I	Panganiban	Cabuyoan ES
240	VALLEDOR	DEVINIA	C.	Teacher 3	San Andres West	Cabcab NHS
241	VALLESPIN	AILA	V.	Teacher II	Panganiban	Cagdarao ES
242	VARGAS	JOSEPH	T.	Teacher 1	Gigmoto	Gigmoto RDHS
243	VARGAS	LIEZL	G.	Teacher III	Baras South	Moning ES
244	VARGAS	REY	P.	Teacher III	San Andres West	Codon NHS
245	VARGAS	ZYRA DIANE	L.	Teacher II	San Andres West	Tibang ES
246	VELCHEZ	JERRY	C.	Teacher III	Bagamanoc North	Sagrada ES
247	VERGARA	EMY ROSE	I.	Teacher 3	Virac South	Antipolo NHS
248	VILLAFLOR	CHARMAINE FRANZ	L.	Teacher 2	Virac North	Catanduanes NHS
249	VILLAFLOR	WILFRED		Teacher III	Bagamanoc North	Bugao Central ES
250	VILLAMARTIN	LEONORA	O.	Teacher III	Bagamanoc North	San Vicente ES
251	VILLAMARTIN	NELVIN	D.	Teacher 3	Viga West	Rizal ES
252	VILLANUEVA	ACER	M.	Teacher 3	San Andres East	San Andres Vocational School
253	VILLARINO	LEA	G.	Master Teacher I	San Andres East	Palawig ES
254	VILLARINO	MA. JESSA	A.	Teacher III	Panganiban	Burabod CS
255	VILLARINO	MADONNA	C.	Teacher III	Bagamanoc South	San Rafael ES
256	VILLEGAS	HARLENE	T.	Teacher III	Viga West	Osmena ES



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257	VILLEGAS	JOHN JOSEPH	S.	Teacher I	Virac North	Dugui San Isidro ES
258	VILLENA	SHARON	T.	Teacher III	Bagamanoc South	Bacak ES
259	ZAFE	ALEXANDER	P.	Teacher III	San Andres West	Datag ES
260	ZAFE	ANNIE MAE	T.	Teacher 2	Virac North	Catanduanes NHS
261	ZAFE	CATHERINE	T.	Teacher 1	San Miguel South	San Miguel RDHS
262	ZAFE	ELMA	DV.	Teacher III	Caramoran North	Palumbanes IS
263	ZAFE	ELMER	V.	Teacher 3	Virac North	Buyo IS
264	ZAFE	LORALIE	A.	Teacher II	Virac South	Pajo San Isidro ES
265	TABIRARA	SHARONA		Teacher III	Pandan East	Canlubi ES
266	MORANA	TERESITA		Teacher III	Pandan East	Hiyop ES
267	LOPEZ	LOURDES		Teacher III	Pandan East	Jose O. Vera
268	SALES	JONALYN		Teacher III	Pandan East	Jose O. Vera
269	CABALLERO	MARY GRACE		Teacher III	Pandan East	Lourdes ES
270	VARGAS	JEFFREY		Teacher III	Pandan East	Marambong ES
271	IDAVA	KRISTINE GAY		Teacher III	Pandan East	Porot ES
272	LANON	JESUSA		Teacher III	Bagamanoc South	Bacak ES
273	PENA	RIMA		Teacher III	Bagamanoc South	Bacak ES
274	EVANGELISTA	RHEALYN		Teacher I	Bagamanoc South	Bagamanoc RDHS
275	LARA	ZENAIDA			Caramoran North	Tubli NHS
276	FERIDA	WILLIAM		Teacher III	Caramoran North	Tubli NHS
277	MANCANES	FRANZ ALVIN		Teacher III	Caramoran North	Dariao ES
278	PUBLICO	SHEINE		Teacher III	Caramoran North	Panique ES
279	EUSEBIO	MARICHRIS		Teacher III	Caramoran North	San Jose ES
280	BORBE	JUSTINE FAYE		Teacher III	Caramoran North	Tucao maysuram
281	ALBERTO	MA. CARA JOHANA		Teacher III	Caramoran North	Tucao Maysuram
282	VARGAS	MARY JOY		Teacher III	Caramoran South	Guiamlong ES



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283	TALAN	REGIE		Teacher III	Caramoran South	Guiamlong ES
284	YUSORES	MARYCEL		Teacher III	Caramoran South	Hitoma Bulalacao ES
285	TALION	AIZA		Teacher III	Caramoran South	Hitoma Bulalacao ES
286	MASAGCA	RAMIL		Teacher III	Caramoran South	Inalmasinan ES
287	BRILLANTE	SHEILA		Teacher III	Caramoran South	Obi ES
288	MIRARAN	KAREN MAE		Teacher III	Caramoran South	Obi ES
289	AZNAZ	ROWENA		Teacher III	Caramoran South	Supang ES
290	SOLSONA	DANIEL		Teacher III	Caramoran South	Datag CES
291	TEVES	JOCEL		Teacher III	Caramoran South	Datag CES
292	BARRO	MARIA RIZA		Teacher III	Caramoran South	Supang Datag NHS
293	DELOS SANTOS	LEONIZA		Teacher III	Caramoran South	Supang Datag NHS
294	BAGADIONG	JOHN MARK		Teacher III	Caramoran South	Caramoran SF
295	SILVA	RENALYN		Teacher III	Caramoran South	Caramoran SF
296	GURROBAT	PAMELA		Teacher III	Caramoran South	Mila Viga IS
297	CENDANA	BIANCA MAE		Teacher III	Caramoran South	Mila Viga IS
298	TRAPAGO	REGINE		Teacher III	Gigmoto	Dororian ES
299	JIMENEZ	EFREN		Teacher III	Gigmoto	Gigmoto CES
300	DELOS REYES	NORILYN		Teacher III	Gigmoto	Dominador ES

Source of Data: SY 2023-2024



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TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

Enclosure No. 3 in DM 446, 2025

PROGRAM MANAGEMENT TEAM

Executive Committee:

1. Cecile C. Ferro, CESO VI- Schools Division Superintendent, Officer-In-Charge
2. Mary Jean S. Romero- SGOD Chief
3. Romel G. Petajen- CID Chief
4. Eva S. Tolentino- Administrative Officer V

NAME	POSITION	ROLE	TERMS OF REFERENCE
Carol P. Gil	SEPS- HRD	Program Lead	<ul style="list-style-type: none"> • Coordinates with team members and program partners to ensure proper implementation of the program • Responds promptly to all program implementation concerns • Facilitates the pre -and post-meetings • Prepares attendance/ registration sheets/certificates • Coordinates with training venue for accommodation, meals, and other concerns • Prepares the program completion report
Aroline T. Borja Carol P. Gil Elizabeth S. Urbano		Learning Facilitators	<ul style="list-style-type: none"> • Applies effective presentation and facilitation techniques in conducting assigned sessions • Provides expert content input during learning sessions
Ma. Rita SR. Tablate	SEPS	M & E Coordinator	<ul style="list-style-type: none"> • Takes charge of Monitoring and Tracking Evaluation Forms • Crafts and Quality Assures M&E tools needed to gather relevant data and outputs • Analyzes and Interprets M&E tools utilized and presents them to the group during debriefing. • Provides suggestions and inputs based on Evaluation results as