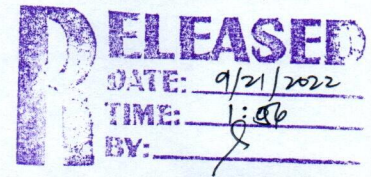




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

DEPED DIVISION OFFICE
BAGUIO CITY



September 20, 2022

Division Memorandum
Number: 409 s. 2022

NON-TEACHING TRAINING AND DEVELOPMENT PROGRAM (PHASE III)
Theme: "Agtitinulong, Agriririkna, ken Panagmaymaysa"

To: Chief Education Supervisors
PSDS/EPS
School Principals/School Heads
All Section/Unit Heads
All Others Concerned

1. The Field is hereby informed of the identified participants, resource speakers and technical working group (*please see attached*) for the Non-Teaching Training and Development Program Phase III, which will be conducted on **Sept. 28-30, 2022**, at San Juan Resort Dev't. Mgmt. Corporation, La Union.
2. Objectives of the activity are as follows:
 - a. Foster camaraderie.
 - b. Strengthen social relations in the workplace.
 - c. Promote engagement, commitment, respect, and dignity for all regardless of status influence and advocacy.
3. All immediate heads are requested to excuse the participants from office duties on the day/time specified for them to focus on the training and workshop.
4. Immediate dissemination of this Office Memorandum is desired.

FEDERICO P. MARTIN, EdD, CEED, CESO V
Schools Division Superintendent

bsf/ conduct of NTIP 2022 Phase III 9/28-30/22



"HANDANG MAG SERBISYO"

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Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BAGUIO CITY

Theme: "Agtitinulong, agriririkna, ken panagmaymaysa"

Activity Matrix

| | | |
|--|--|---|
| Day 1- Depart from DO: 1:00 PM at the Division Office | | |
| Upon Arrival: Meeting, Grouping, Practice of presentation | | |
| Day 2 – September 29, 2022 | | |
| Time/Session | Activity/Session | Focal Person/Speaker/Facilitator |
| 7:00-8:00 | Breakfast | |
| Facilitator: | Josef Oliveros and Augie Perl Simangan | |
| 8:45-9:00 | Registration | Rose Ann Santos and Lorena Galera AVP |
| 9:00-9:30 | Opening Program (opening prayer, nationalistic song) | |
| | Ground rules | |
| | Welcome Remarks | |
| | Message | |
| | Statement of purpose | Puerto San Juan Mgmt. Dr. Christopher C. Benigno Dr. Federico P. Martin Samuel F. Bab-anga |
| 9:31-10:30 | Customer Service | Dennis Daniwis |
| 10:30:10:45 | Health Break | |
| 10:45-12:00 | Water Survival | Alexander Tumapang |
| 12:00-1:30 | Lunch/Check in time | |
| PM Session | | |
| 1:30-3:00 | Stress Management: Disputing unreasonable beliefs, Challenging unproductive emotions and negative beliefs | Dr. Niño M. Tibangay |
| 3:01-3:15 | Health Break | |
| 3:16-5:00 | The SDO employees as team builder and collaborator | Atty. Agustin P. Laban III |
| 6:00-7:00 | Dinner | |
| Day 3- September 30, 2022 | | |
| 6:00-7:00 | Zumba | In charge – Facilitators Facilitators Participants Dr. Christopher C. Benigno |
| 8:30-10:00 | Continuation of the water survival activity | |
| 10:00-11:00 | Sharing of Reflections Closing Remarks | |
| 11:00-12:00 | Lunch/check out | |
| 1:00 onwards | Home sweet home | |

Planning Committee Chairman/Co-Chair :
 Technical Working Committee Chairman/Member :
 Speaker: Atty. Agustin P. Laban III
 Dr. Niño M. Tibangay
 Alexander Tumapang
 Dennis Daniwis

Samuel F. Bab-anga and Jovelyn T. Balantin
 Aiza Alban/Lorena Galera

Facilitator Committee Chairman: Josef Oliveros
 Transportation Officer/Room Assignment

Members: Augie Perl Simangan, Lester Kun Libangen
 Lorena Galera/Rose Ann Santos



"DepEd SDO Baguio City: We Serve, We Care."

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ISO 9001:2015 Certified
 Quality Management System
 CRN RU-19-2560-026
 Issued on 12/27/2019

| No. | Surname | First Name | Suffix | Middle Name | Position Title | Office/School Assignment |
|-----|--------------|-------------------|--------|-------------|---|--------------------------|
| 1 | ABANAG | JOSEFA | | DAYE | Administrative Aide III (Utility Worker II) | Lindawan ES |
| 2 | ACAB | NESTOR | | MANGES | Administrative Aide III (Utility Worker II) | BCHS (Hillside) |
| 3 | AGCON | FERDINAND | SR. | BALICAO | Security Guard I | Bakakeng ES |
| 4 | ALLAN | MERCEDES | | GAMLOSEN | Security Guard I | PCNHS |
| 5 | ALOG | LORENZO DANILO | | AGBUGGO | Security Guard I | BCHS |
| 6 | AMBATANG | RANDY | | DEL ROSARIO | Administrative Aide III (Utility Worker II) | Jose P. Laurel ES |
| 7 | AQUINO | PRIMITIVA | | GONZALES | Security Guard I | Lucban ES |
| 8 | ARAGON | STANLEY | | NERVEZA | Administrative Aide III (Utility Worker II) | Magsaysay ES |
| 9 | AWAS | ALFONSO | | LETY | Administrative Aide III (Utility Worker II) | BCHS |
| 10 | BAYANGAN | REGIE | | OGA-OY | Security Guard I | Quezon ES |
| 11 | BOTIS | MARVELO | | SANTIAGO | Administrative Aide III (Utility Worker II) | Adiwang ES |
| 12 | CABINIAN | LYNNE | | BONILLA | Administrative Aide III (Utility Worker II) | Division Office |
| 13 | CASTROJO | LIZA | | SORIANO | Administrative Aide III (Utility Worker II) | Mil-an NHS |
| 14 | CATABAY | REYNAN | SR. | PARAISO | Administrative Aide III (Driver) | PCNHS |
| 15 | CATAP | GEMMA | | ALTERADO | Administrative Aide III (Utility Worker II) | Tabora ES |
| 16 | COTTONG | DANTE | | TIWAKEN | Administrative Aide III (Utility Worker II) | Holyghost Ext. ES |
| 17 | DAPLI | MIGUEL | | BANGKIAD | Administrative Aide III (Utility Worker II) | Josefa Cariño ES |
| 18 | DAWATEN | SHERLY | | GALASEN | Administrative Aide III (Utility Worker II) | Lucban ES |
| 19 | DE VERA | ARNOLD | | TARLT | Administrative Aide III (Utility Worker II) | Division Office |
| 20 | DEGRACIAS | ROWENA | | LUCERO | Administrative Aide III (Utility Worker II) | Dontogan ES |
| 21 | EMPLEO | CHRISTIAN | | DUGANG | Administrative Aide III (Utility Worker II) | Crystal Cave ES |
| 22 | ESPIRITU | MELCHOR | JR. | BANIAGA | Security Guard I | BCNSHS (Stand Alone) |
| 23 | ESTONANTO | MARINA | | TABAG | Administrative Aide III (Utility Worker II) | Irisan ES |
| 24 | FAUSTINO | CRISTINO | | MASLAG | Security Guard I | Magsaysay NHS |
| 25 | FETTAR | CHRISTINA | | PEKENG | Administrative Aide III (Utility Worker II) | Pinget ES |
| 26 | FLORES | ELISALDE | | PASCUA | Administrative Aide III (Utility Worker II) | Guisad Valley NHS |
| 27 | GALIAN | MARKIM | | GAYODAN | Security Guard I | Lucban ES Senior High |
| 28 | GARAÑO | ROBERTO | | SUMAOANG | Security Guard I | Roxas NHS |
| 29 | GOMEZ | ALLAN | | RAMONES | Administrative Aide III (Utility Worker II) | Josefa Cariño ES |
| 30 | GUILLERMO | JONATHAN | | FERNANDEZ | Administrative Aide III (Utility Worker II) | Lindawan NHS |
| 31 | ISIGUEN | MODESTO | | TAMANGEN | Administrative Aide III (Utility Worker II) | PCNHS |
| 32 | Ongad | Aira | | | | Division Office |
| 33 | LIBANGEN | LESTER | | KUN | Administrative Assistant II (HRMA) | Division Office |
| 34 | LINGAYO | MAXIMINA | | MALAG | Administrative Aide III (Utility Worker II) | BCHS |
| 35 | LIWADEN | DANIEL | | CARAMTO | Security Guard I | Irisan NHS |
| 36 | LOMAS-E | PAUL | | BENITO | Engineer I | Division Office |
| 37 | MACAO | AGOSTO | | ANDRES | Administrative Aide III (Utility Worker II) | Doña Nicasia ES |
| 38 | MAGARSO | ALEXANDER | | ESTIMADO | Administrative Aide III (Utility Worker II) | Fairview ES |
| 39 | MARZO | MANOLITO | JR. | PADILLA | Administrative Aide III (Utility Worker II) | Pinsao NHS |
| 40 | MINA | ALAN | | RAMIREZ | Administrative Aide III (Utility Worker II) | Gibraltar ES |
| 41 | MIQUE | SHERWIN | | TINGLE | Security Guard I | Guisad Valley NHS |
| 42 | MIRANDA | JEFFERSON PATRICK | | GASILANG | Administrative Aide III (Driver) | Irisan NHS |
| 43 | MISMISEN | MAX | | PALCONG | Administrative Aide III (Utility Worker II) | Quirino Hill ES |
| 44 | Tumapang | Alexander | | | | Division Office |
| 45 | NATIVIDAD | CLARICHELE | | MIQUE | Administrative Aide III (Utility Worker II) | San Luis ES |
| 46 | NAVA | ALLAN JAY | | PARAISO | Administrative Aide III (Utility Worker II) | Roxas NHS |
| 47 | NAVA | JIMMY BOY | | PARAISO | Administrative Aide III (Utility Worker II) | Roxas ES |
| 48 | NILLO | JACINTO | | NAYAL | Administrative Aide III (Utility Worker II) | Magsaysay NHS |
| 49 | NUÑEZ | RODRIGO | | PANTOWA | Administrative Aide III (Utility Worker II) | Baguio Central School |
| 50 | OLIDO | RONIE FREY | | BAO-IDANG | Administrative Aide III (Utility Worker II) | Baguio Central School |
| 51 | ORDOÑO | KRIS JEFFERSON | | LOPEZ | Security Guard I | BCHS (Main) |
| 52 | Catap | Roberto | | | Driver | Division Office |
| 53 | PIMENTEL | ROBERTO | | ENRIQUEZ | Security Guard I | Lucban ES |
| 54 | Dulnuan | Rey | | | Utility | Division Office |
| 55 | RABAGO | JESUS | | GANDO | Security Guard I | Mil-an NHS |
| 56 | RONQUILLO | ANNABELLE | | BANGCAWAYAN | Administrative Aide III (Utility Worker II) | Camp 7 ES |
| 57 | SALIBAD | ERNESTO | JR. | ANGAOAN | Administrative Aide III (Utility Worker II) | Dona Aurora ES |
| 58 | SALUMBAY | GLENN | | AFIG | Administrative Aide III (Utility Worker II) | BCNSHS (Stand Alone) |
| 59 | SANTIAGO | SANDY REY | | PALMA | Security Guard I | Pinsao NHS |
| 60 | SAWALI | ULYSSES | | LAGAS | Security Guard I | PCNHS |
| 61 | TALABIS | AUDRINO | | CALIS | Administrative Aide III (Utility Worker II) | Springhills ES |
| 62 | TALCO | BASILIO | | TULIO | Administrative Aide III (Utility Worker II) | Division Office |
| 63 | VILLAGONZALO | LORNA | | SORIA | Administrative Aide III (Utility Worker II) | Mabini ES |
| 64 | VILLANUEVA | MA. FLORENTINA | | TOLEDO | Administrative Aide III (Utility Worker II) | Pacday Quinio ES |
| 65 | VISCO | ROGER | | ANGLIGEN | Security Guard I | Quezon ES |
| 66 | Bab-anga | Samuel | | | | |
| 67 | Laban | Agustin | III | | | |
| 68 | Tibangay | Ninio | | | | |
| 69 | Santos | Rose Ann | | | | |
| 70 | Martin | Federico | | | | |
| 71 | Docto | Charlie | | | | |
| 72 | Benigno | Christopher | | | | |
| 73 | Lid-ayan | Peter | | | | |
| 74 | Simangan | Augie Perl | | | | |
| 75 | Daniwis | Dennis | | | | |
| 76 | Galera | Lorena | | | | |
| 77 | Oliveros | Josef | | | | |
| 78 | SITO | Mary Libeney | | | | |
| 79 | TOTAAN | Agnes | | | | |
| 80 | Aglolo | Mathilda | | | | |
| 81 | Dangpa | Ferdinand | | | | |