



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

October 14, 2025

DIVISION MEMORANDUM

No. 577, s. 2025

**UPDATE ON THE SCHEDULE CAPACITY BUILDING ON THE DEVELOPMENT OF
PUBLIC SERVICE CONTINUITY PLAN (PSCP) AND TRAINING ON STANDARD
FIRST AID (SFA) AND MASS DEMONSTRATION ON CARDIOPULMONARY
RESUSCITATION FOR DIVISION PERSONNEL (BATCH 1 & 2)**

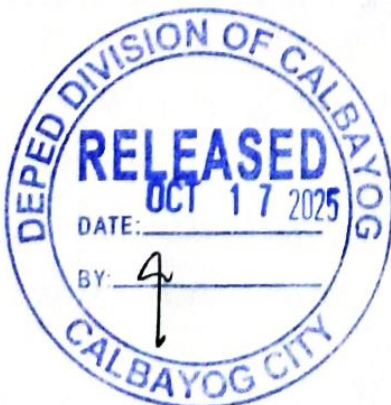
TO: Asst. Schools Division Superintendent
SGOD and CID Chiefs
All Others Concerned

1. Pursuant to Division Memoranda Nos. 321 and 387, s. 2025, concerning the *Capacity Building on the Development of the Public Service Continuity Plan (PSCP)* and the *Training on Standard First Aid (SFA) & Mass Demonstration on Cardiopulmonary Resuscitation (CPR)* for Division Personnel (Batch 1 & 2), please be informed that the schedule has been **rescheduled as follows**:

PARTICIPANT	DATE
BATCH 1	November 3-7, 2025
BATCH 2	November 10-14, 2025

2. Attached herewith, under **Annex 1**, is the list of participants and members of the Technical Working Group (TWG) for **Batch 1** and **Batch 2**.

3. Immediate dissemination of and compliance with this memorandum are desired.



for:
MARGARITO A. CADAYONA JR. PhD. CESO VI
Schools Division Superintendent
SO # 077 s. 2025

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ANNEX 1

BATCH 1			BATCH 2		
1	OSDS	Dr. Margarito A. Cadayona Jr.	1	ADMIN	Joriza, Benigna M.
2	OSDS	Atty. Rhea P. Aguado	2	ADMIN	Campillo-Alvarez, Jennifer M.
3	ASDS	Dr. Jun-Nilou D. Dulfo	3	ADMIN	Gensis, Hannah A.
4	ASDS	Drilon, Christie N.	4	BUDGET	Cailo, Edilberto Jr. A.
5	CID	Dr. Renato S. Cagomoc	5	BUDGET	Quinones, Mapeth M.
6	ADMIN	Bagallon, Edna G.	6	CASH	Esquiedo, Ma. Carmen C.
7	ADMIN	Pagunsan, Grace S.	7	CASH	Diaz, Paul Joseph C.
8	ADMIN	Sabellano, Lowela	8	CID	Aboganda, Rina M.
9	BUDGET	Amotosa, Eliseo A.	9	CID	Alegria, Daryl S.
10	BUDGET	Mendoza, Judith A.	10	CID	Bello, Nelson R.
11	BUDGET	Ventures, Sunshine Marjorie E.	11	CID	Cano, Ricky S.
12	CASH	Candaza, Suzette P.	12	CID	Gallardo, Josephine L.
13	CASH	Lentejas, Ivy M.	13	CID	Garcia, Mercedita S.
14	FINANCE	Gonzalbo, Sharon M.	14	CID	Jaraba, Arnold M.
15	FINANCE	Hermosa, Annabelle B.	15	CID	Lim, Joshua Sherwin T.
16	FINANCE	Lacaba, Sheryll Ann Marie G.	16	CID	Longcop, Beverly C.
17	FINANCE	Ostulano, Jonel	17	CID	Matan, Lourdes L.
18	FINANCE	Pacheco, Ma. Kristine B.	18	CID	Obong, Gregggy Bec
19	FINANCE	Portura, Glenn C.	19	CID	Ortiz, Lillibeth G.
20	FINANCE	Prudenciado, Therence James D.	20	CID	Purcia, Erwin L.
21	FINANCE	Roa, Christine May	21	CID	Sagayap, Noel E.
22	FINANCE	Ygbuhay, Roy A.	22	CID	Saldana, Joy B.
23	MEDICAL	CAMELON, KEN	23	CID	Serrato, Edgardo Jr.
24	MEDICAL	Catalan, Arlene C.	24	CID	Arnejo, Leah G.
25	MEDICAL	Dollado, Nikki Ivy S.	25	CID	Doropan, Ma. Rosita L.
26	MEDICAL	Lapara, Patria G.	26	CID	SENOLOS. CORIE B
27	MEDICAL	Monteron, Sophia C.	27	FINANCE	Albelda, Glendo N

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28	MEDICAL	Nuevo, Adrian Marie C.	28	FINANCE	Aniban, Dell Christine
29	MEDICAL	Ortiz, Ma. Bella B.	29	FINANCE	Anquilan, Ma. Lenie C.
30	MEDICAL	Queroljico, Susana S.	30	FINANCE	Belizar, Rivero A.
31	MEDICAL	Señora, Ma. Benjie B.	31	FINANCE	Bongoyan, Maribel
32	PAYROLL	Cabral, Joseph Jules S.	32	FINANCE	Cano, Shiela Marie M.
33	PAYROLL	Camarines, Narita Karla R.	33	FINANCE	Gacola, Jun Carlo D.
34	PAYROLL	Sajetarios, Cherryl	34	FINANCE	Mancol, Vincent V.
35	RECORDS	Antonio, Maria Angela B.	35	FINANCE	Ostulano, Adelito D.
36	RECORDS	Pagunsan, Rio Francis A.	36	OSDS	Demit, Mark Joseph T.
37	SGOD	Bachar, Asther E.	37	PAYROLL	Panoy, Jay-Ar John O.
38	SGOD	Billate, Oscar Jr. D.	38	PAYROLL	Posto, Ma. Lourdes
39	SGOD	De Veyra, Jordan	39	PAYROLL	Tizon, Rosalyn V.
40	SGOD	Mendoza, Ma. Marlie M.	40	PSDS	Abon, Jose O.
41	SGOD	Montances, Lyrian L.	41	PSDS	Bernales, Reynaldo A.
42	SGOD	Senolos, Marita P.	42	PSDS	Caber, Alma R.
43	SGOD	Tomale, Peter John B.	43	PSDS	Capetillo, Nora G.
44	SGOD	Dr. Avelina P. Tupa	44	PSDS	Castante, Noemi S.
45	SGOD	Ygrubay, Robert Anthony	45	PSDS	Merales, Benedicto M.
46	SGOD	Tan, Lenlyn A.	46	PSDS	Ongcal, Elbert G.
47	SUPPLY	Baloca, Sarah Kay S.	47	PSDS	Simon, Ma. Teresa S.
48	SUPPLY	Nabual, Gennerson T.	48	PSDS	Siozon, Ester A.
			49	PSDS	Sumbise, Geraldine
			50	PSDS	Villa, Ma. Teresa D.
			51	PSDS	Yangzon, Anabelle O.
			52	RECORDS	Drilon, Alvin H.
			53	SUPPLY	Ortiz, Renato
			54	SUPPLY	Leopardas, Glenda T.

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BATCH 1 TWG		BATCH 2 TWG	
1	Cabadsan, Carren Meryl A.	1	Cabadsan, Carren Meryl A.
2	Abaigar, Joemar D.	2	Abaigar, Joemar D.
3	Advincula, Marian C.	3	Borela-Roa, Aliza A.
4	Balza, Sharon D.	4	Capalis, Katherine C.
5	Halabaso, Reggie	5	Portura, Joanna Lou V.
6	Termo, Melvin S.	6	Termo, Melvin S.

PRESENTER		
NAME		TOPIC
1	Babon, Jose Don P.	E-DOC Submission Portal
2	Ballon, Gary H.	Online Service Portal
3	Dionisio, Abegail P.	Online Application of CTO
4	Doroja, Eric D.	DRRM
5	Ortega, Drixel Idol R.	DASH Orientation
6	Panela, Galina V.	DIO and PRS Related System
CITY DRRMO (Batch 1) - 4		
CITY DRRMO (Batch 2) - 5		