



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
DIVISION OF CITY SCHOOLS – TAGBILARAN  
City of Tagbilaran



Rajan Sikatuna Avenue, Dampas, Tagbilaran City, Bohol 6300

(038) 544-2147; 427-1702

www.depedtagbilaran.org

## MEMORANDUM

To : Division Office Personnel  
Elementary School Principals and Head Teachers  
Secondary School Principals and Head Teachers  
Senior High School Principals

From : NERI C. OJASTRO, EdD, CESE  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

Date : October 25, 2019


Subject: INTERFACING BEST GENDER AND DEVELOPMENT (GAD)  
PRACTICES IN THE WORKPLACE BETWEEN THE DIVISIONS OF  
TAGBILARAN CITY AND SIQUIJOR

In continuous commitment to integrate principles of gender equality, gender equity, gender sensitivity, non-discrimination and human rights, in the provision and governance of basic education per DepEd Order No. 32, s. 2017, and in coordination with the Division of Siquijor, this Office announces the conduct of the above subject which is scheduled on November 12, 2019 at the Dugukanan sa Kapitolyo, Siquijor, Siquijor.

This is an opportune time for selected Personnel of the Division of City Schools – Tagbilaran to gather knowledge in promoting gender equality and non-discrimination in the workplace. Enclosed herewith is the program of activity. Kindly wear the Tagbilaran City Meet white T-shirt or any white T-shirt.

Official travel period shall be from November 11, 2019 in the evening until the evening of the following day, November 12, 2019. Transportation expenses shall be charged to the local funds of Tagbilaran City Division, while food and accommodation shall be charged to the Siquijor Division, subject to the usual auditing rules and regulations. However, other miscellaneous and incidental expenses shall be borne personally.

For your information and guidance.

  
**NERI C. OJASTRO, EdD, CESE**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

# **Interfacing Best GAD Practices in the Workplace**

**November 12, 2019; 08:00 AM – 05:00 PM  
Dugukanan sa Kapitolyo, Siquijor, Siquijor**

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**08:00 AM – 10:00 AM**

**Orientation and Interfacing between and among Local Government Units and Division Personnel**

**10:01 AM – 12:00 NN**

**Open Forum**

**12:01 NN – 01:00 PM**

**Lunch**

**01:01 PM – 05:00 PM**

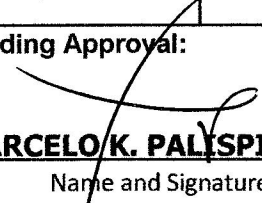
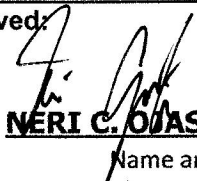
**Ocular Visit and Validation of Best GAD Practices in the Workplace**



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ANNEX A

<b><u>AUTHORITY TO TRAVEL</u></b>		CONTROL NO:  402
<b>REGION: VII</b>		
<b>BUREAU/ DIVISION/ SCHOOL: TAGBILARAN CITY</b>		
<b>Date of Filing</b>	25-Oct-19	
<b>NAME</b>	(Kindly refer to enclosure for the list of names)	
<b>Position/ Designation</b>	DO Personnel, School Principals and Head Teachers	
<b>Permanent Station</b>	Tagbilaran City Schools Division Office and Schools	
<b>Purpose of Travel</b>	Interfacing Best GAD Practices in the Workplace between Divisions of Tagbilaran City and Siquijor	
<b>Activity Organized/ Sponsored By</b>	DepEd Divisions of Tagbilaran City and Siquijor	
<b>Period Covered</b> <i>(Inclusive of Travel Time)</i>	November 11 - 12, 2019	
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
<b>Venue/ Destination</b>	Siquijor, Siquijor	
<b>Expenses Covered</b>	Transportation	
<b>Fund Source</b> <b>(Pap Code / ...)</b>	LOCAL FUNDS per Unnumbered Division Memorandum dated Oct. 25, 2019	MICHELLE T. SAGANAL, CPA, MAE DIVISION ACCOUNTANT
<b>Recommending Approval:</b>		<b>Approved:</b>
 <b>MARCELO K. PALISPIS, EdD</b> Name and Signature		 <b>NERI C. OJASTRO, EdD, CESE</b> Name and Signature
Date: <u>10/25/19</u>		Date: <u>10/25/19</u>

DIVISION OFFICE PERSONNEL		SCHOOL PRINCIPALS	
NAME	DESIGNATION	NAME	DESIGNATION
1 ACABO, Emily L.	Librarian II	1 ANORE, Lorelei G.	ESP
2 AMISTOSO, Aimee T.	EPSvr I - English	2 CAMPOS, Grace Marie L.	SSP
3 BABIANO, Maria Maximina L.	ADA VI	3 CANDA, Evangeline I.	ESP
4 BARRETE, Joseph C.	EPSvr - TLE	4 CORREA, Eldibrando S.	ESP
5 BEDRIJO, Marilou C.	ADAS III	5 DAHAB, Ma. Dolores T.	SSP
6 BUTALID, Janet T.	EPSvr - EsP	6 DUGANG, Ma. Antonette P.	ESP
7 CAGAS, Esther L.	EPS II (HRDD)	7 GALLENTES, Concepcion I.	ESP
8 CAGAS, Jovenal B.	SEPS (M & E)	8 GALON, Eufe Rhoda R.	ESP
9 CALIPES, Robelyn S.	ADAS III	9 GEAGONIA, Elisa B.	ESP
10 CHATTO, Helen B.	ADAS II	10 GETIGAN, Maria Flor C.	ESP
11 CLAMONTE, Aurelia A.	EPSvr - MTB/ MLE	11 GOTI-AY, Marilyn M.	ESP
12 CUTIN, Jocelyn P.	AO IV	12 ISRAEL, Jenelou John F.	ESP
13 DIACAMOS, Marecyl A.	ADAS II	13 LARODA, Maria Teresa T.	Asst SSP
14 ENCARQUEZ, Vida A.	EPSvr - Science	14 LOPOS, Ma. Dulce Alma A.	ESP
15 EPE, Lucio M.	Div MADRASAH Coord	15 OMASAS, Ma. Rachel	ESP
16 ESCOLANO, Elizabeth Rosil	EPS II - ALS	16 PELIN, Marcelino B.	ESP
17 GALAN, Maricel A.	ADAS III	17 RAMOS, Dioscora E.	ESP
18 GAMAQ, Gina E.	ADAS III	18 ROXAS, Maria Chona	ESP
19 GUTIERREZ, Mary Melody A.	ADAS II	19 SAMUYA, Corazon H.	SSP
20 INCOG, Beatriz E.	EPSvr - Filipino	20 TUBAL, Concepcion A.	ESP
21 INCOG, Nenita J.	EPSvr - AP		
22 LAO, Joan T.	Teacher I		
23 MANCHA, Junicel T.	PDO II (Physical Facilities)		
24 MARIÑAS, Jose III C.	ICT Officer I		
25 MILAR, Aquilino Jr. T.	AO V		
26 OPERIANO, Joanalli R.	ADAS III		
27 PALISPIS, Marcelo K.	OIC-ASDS		
28 RALLOS, Marife C.	AO IV		
29 REDILLAS, Julie Ann Kristie A.	AO V		
30 SARABIA, Neolita S.	EPSvr - LR		
31 SARIGUMBA, Jennifer B.	ADAS III		
32 SUMAMPONG, Retchel T.	ADAS III		
33 SUMAYLO, Ananias J.	ADAS III		
34 TAGUISA, Bernadito T.	ADA IV		
35 TAMBIS, Rosalie A.	ADAS III		
36 TANGGAAN, Filomena C.	SEPS II (HRDD)		
37 TAYAG, Josefina B.	ADAS II		
38 TEJANO, Margarita L.	ADAS II		

HEAD TEACHERS	
NAME	DESIGNATION
1 BAROL, Lemuel B.	HT II
2 BATINGAL, Crestita G.	HT II
3 FERNANDEZ, Edgar A.	HT III
4 GUTAS, Lanie G.	HT III
5 MANGANA, Julita S.	HT II
6 PONDOC, Marilou P.	HT III
7 TIBOD, Alberto Jr. L.	HT III