



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

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**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
OSDS-2025- 010

TO : **AQUILINO T. MILAR JR. PhD**  
Administrative Officer V

FROM : **WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent *WDB*

SUBJECT : **DESIGNATION AS DIVISION EMPLOYEE WELFARE FOCAL PERSON**

DATE : **January 9, 2025**

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In addition to your duties and functions as Administrative Officer V and in the exigency of service, you are hereby designated as the Division Employee Welfare Focal Person, effective immediately.

As the Division Employee Welfare Focal Person, you are tasked to assist in providing guidance in addressing the holistic, felt, and reasonable needs of DepEd employees, in adherence to the laws and commitments of the Department in ensuring the promotion and development of the employees' physical, mental/emotional, social, occupational, spiritual, and financial welfare and well-being.

This designation will not entitle you to any financial remuneration, however, this can be used for your promotion.

For your information, guidance, and compliance.

WDB/ADMIN/atm



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Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

1-84  
DEPED TAGBILARAN CITY DIVISION  
**SDS OFFICE**  
**DOWNLOADED**  
BY \_\_\_\_\_ DATE: 1/9/25

Office of the Regional Director

**REGIONAL MEMORANDUM**


No. 033, s. 2025

08 JAN 2025

**UPDATING OF DESIGNATION OF DIVISION EMPLOYEE WELFARE FOCAL PERSON**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. In line with Regional Memorandum No. 0234, s. 2023 titled "Designation of Division Employee Welfare Focal Person", this Office disseminates the designated Division Employee Welfare Focal Persons and requires filling up or updating of designation if needed due to vacancy, re-staffing, promotion, transfer, or resignation.
2. As per records, enclosed is the list of designated Division Employee Welfare Focal Persons.
3. It is reiterated that the employee welfare focal person preferably comes from School Governance Operation Division (SGOD)-Human Resource Development Section (HRDS)/Gender and Development Focal Person/Administrative/Personnel Services Section.
4. The submission of Designation Order in scanned copy shall be on or before January 27, 2025 at <https://tinyurl.com/ewelfarefocal>.
5. For dissemination and compliance of all concerned.

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO III**  
Director IV  
Regional Director

Enclosure to RM No. 033 s. 2025

**UPDATING OF DESIGNATION OF DIVISION EMPLOYEE WELFARE FOCAL PERSON**

**LIST OF DESIGNATED DIVISION EMPLOYEE WELFARE FOCAL PERSONS**

<b>Schools Division Office</b>	<b>Name</b>	<b>Position</b>
1. Bais City	<i>none</i>	
2. Bayawan City	Argene Rose G. Glodove	EPS-II-HRDS
3. Bogo City	Atty. Philip M. Condor	AO V
4. Bohol	Marites M. Cimeni	SEPS-HRDS
5. Canlaon City	<i>none</i>	
6. Carcar City	Juana Dicediquin	SEPS-HRDS
7. Cebu City	Theron Abel Aranas	PDO
8. Cebu Province	Louie G. Monteroso	SEPS-HRDS
9. City of Naga	Yvonne Burgos Gera	SEPS-HRDS
10. Danao City	<i>none</i>	
11. Dumaguete City	Joesan M. Ramos	EPS
12. Guihulngan City	Rachel L. Chiong	AO IV
13. Lapu-Lapu City	<i>none</i>	
14. Mandaue City	Edgar C. Espina Jr	AO V
15. Negros Oriental	Iryll Mae S. Macahig	SEPS-HRDS
16. Siquijor	Eden D. Bation	SEPS-HRDS
17. Tagbilaran City	Aquilino T. Milar Jr	AO V
18. Talisay City	<i>none</i>	
19. Tanjay City	Grace P. Catacutan	SEPS-HRDS
20. Toledo City	Jeffrey C. Lacson	SEPS-HRDS