



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

Office of the Schools Division
Superintendent

August 4, 2025

DIVISION MEMORANDUM
SGOD-2025- 174

To: **JOERMELYNE P. PASILBAS**- Project Development Officer I
JUSTINO M. CANDA- Principal, Cogon National High School
JENELOU JOHN F. ISRAEL- Principal, Manga National High School
CORAZON H. SAMUYA- Principal, Dr. Cecilio Putong National High School-JHS
LEGARDO PALACA, JR.- Principal, Dr. Cecilio Putong National High School-SHS

ATTN: **JON DEMETRI TALDO** – Learner, Cogon National High School
JAFATH SANTITO- Learner, Manga National High School
KIMJAY NISTAL- Learner, Dr.Cecilio Putong NHS-JHS
ZYBEL ROOSE H. ROMOC- Learner, Dr.Cecilio Putong NHS-SHS

**ANNOUNCING THE NEW SCHEDULE OF THE SUPREME SECONDARY LEARNER
GOVERNMENT LEGAL AND ADMINISTRATIVE WRITING WORKSHOP**

1. You are hereby directed to attend the conduct of the Supreme Secondary Learner Government Legal and Administrative Writing Workshop on **August 8-9, 2025** at **DepEd EcoTech Center, Sudlon, Lahug, Cebu City**.
2. Learner participants shall be excused from class and all academic responsibilities during this period. If necessary, arrangements can be made for any missed coursework upon her return. While non-teaching personnel shall be granted Compensatory Time-Off (CTO) for their participation on days rendered on weekends and holidays in accordance with CSC and DBM Joint Circular No. 2, 2004
3. Travel, incidental, and other expenses of the participants shall be charged against Division MOOE/Youth Formation Program PSF, subject to the usual accounting and auditing rules and regulations.
4. For details, kindly contact the Division Youth Formation Coordinator, Joermelyne P. Pasilbas at this cellphone number 0920-255-0697.
5. For your guidance and compliance.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/LAL/SGOD/MCC/ipp



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



Office of the Regional Director

REGIONAL MEMORANDUM

No. **0752** s. 2025

29 JUL 2025

**ANNOUNCING THE NEW SCHEDULE OF THE SUPREME SECONDARY LEARNER
GOVERNMENT LEGAL AND ADMINISTRATIVE WRITING WORKSHOP**

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

1. This has reference to the Regional Memorandum No. 0726 s. 2025, titled Advisory on the Conduct of Supreme Secondary Learner Government Legal and Administrative Writing Workshop.
2. This Office hereby announces the **new schedule** for the Supreme Secondary Learner Government Legal and Administrative Writing Workshop on **August 8-9, 2025**.
3. All personnel shall be granted Compensatory Time-Off (CTO) for their participation on days rendered on weekends and holidays in accordance with CSC and DBM Joint Circular No. 2, s. 2004.
4. All learner participants are required to **resubmit on July 31, 2025 (Thursday)** the Notice of Confirmation, signed Parental Consent & Waiver Form, and Learner Consent with the **updated date of activity**.
5. All other provisions of the said Memorandum will remain in effect.
6. Immediate dissemination of this Memorandum is desired.

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

STJ/FYA/ESSD/TTP/jpj



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Number: 639773295904 local 700

DepEd Tayo Region VII

region7.deped.gov.ph



SUPREME SECONDARY LEARNER GOVERNMENT LEGAL AND ADMINISTRATIVE WRITING WORKSHOP
LIST OF CONFIRMED PARTICIPANTS FOR SDO TAGBILARAN CITY
 DEPED ECOTECH CENTER, LAHUG, CEBU CITY
 August 8-9, 2025

Person Involved	Name of Participants	DFSSLG Position	Gender	Birthdate	Age	Grade Level	Complete Name of School/ Division	Email Address	Contact Number	Religion	Food Restriction/s	Pre-Existing Health Condition (specify, otherwise NONE)	In case of Emergency			Travel Details	
													Name	Relationship	Contact Number	Arrival Date and Time	Departure Date and Time
SSLG President	1. ZYBEL ROOSE H. ROMOC	DFSSLG Auditor	Female	August 14, 2008	16	12	Dr. Cecilio Putong NHS-SHS	ZybelRromoc@gmail.com	985230576	Foursquare Christian	NONE	NONE	Naome Mae Romoc	Mother	9105129394	Aug. 8, 2025 (9:00A M)	Aug. 9, 2025 (4:00P M)
SSLG Vice-President	2. JON DEMETRI TALDO	DFSSLG Vice-President	Male	July 26, 2002	22	12	Cogon National High School	jondejondemetritaldoc@gmail.com	9625859985	Roman Catholic	NONE	NONE	Janujan Augustus Jimenez	Guardian	9273505158	Aug. 8, 2025 (9:00A M)	Aug. 9, 2025 (4:00P M)
SSLG Secretary	3. JAFATH SANTTO	DFSSLG Secretary	Male	February 17, 2008	17	12	Manga National High School	roselezzi@ffaitt.h@gmail.com	9926263754	Born Again Christian	NONE	NONE	Ferina Santito	Mother	9924342891	Aug. 8, 2025 (9:00A M)	Aug. 9, 2025 (4:00P M)
SSLG Treasurer	4. KIMJAY NISTAL	DFSSLG Treasurer	Male	June 27, 2010	15	10	Dr. Cecilio Putong NHS-JHS	kimjaynistal@gmail.com	9568250071	Roman Catholic	NONE	NONE	Susan Corpuz	Guardian	9163337793	Aug. 8, 2025 (9:00A M)	Aug. 9, 2025 (4:00P M)
Youth Formation Coordinator	5. JOERMELYNE P. PASILBAS	Youth Formation Coordinator	Female	August 27, 1989	36		Division of City Schools- Tagbilaran City	joermelyne.pasilbas@deped.gov.ph	9202550697	Roman Catholic	NONE	NONE	John Janssen O. Pasilbas	Husband	9234279814	Aug. 8, 2025 (9:00A M)	Aug. 9, 2025 (4:00P M)

Submitted by:

JOERMELYNE P. PASILBAS
 Project Development Officer I

Approved by:

WILFREDA D. BONGALOS PhD, CESO V
 Schools Division Superintendent