



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 007 s. 2026

To: MARIA ANTONETTE P. DUGANG PhD
Education Program Supervisor, SGOD

Fr: WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent

**Subject: DESIGNATION ORDER AS FOCAL PERSON FOR
SOCIAL MOBILIZATION ACTIVITIES in SDO – TAGBILARAN CITY**

Date: December 11, 2025

In the exigency of the service, **Dr. Maria Antonette P. Dugang** is hereby **designated as Temporary Focal Person for Social Mobilization** of the Schools Division Office (SDO) of Tagbilaran City, effective **December 11, 2025 to February 13, 2026**, during the personal leave of **Dr. Liza E. Maquiling, EPS II for Social Mobilization**.

As such, she shall:

1. Oversee and coordinate all Social Mobilization programs and activities of the Division;
2. Act as the primary liaison with partners and stakeholders;
3. Provide technical assistance to schools and offices on Social Mobilization concerns;
4. Ensure timely submission of required reports and proper documentation; and
5. Perform other related duties as may be assigned by higher authorities.

This designation is **temporary and co-terminus** with the period stated and does not carry additional compensation, unless otherwise provided by existing rules and regulations.

For guidance and strict compliance.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent



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