



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. 857, s. 2026

DATE: October 13, 2026

**CONDUCT OF PROJECT SHIELD STRENGTHENED WITH THE COMMUNITY:
DIVISION ROLLOUT ON ANTI-BULLYING AND LEARNER FORMATION OFFICER
FUNCTIONS**

- TO:** Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Public Elementary and Secondary School Heads
Designated Learner Formation Officers
Registered Guidance Counselors
All Others Concerned
1. The Schools Division of Tagbilaran City, through the Legal Unit, shall conduct **PROJECT SHIELD Strengthened with the Community: Division Rollout on Anti-Bullying and Learner Formation Officer Functions** on **October 17, 2026, from 8:00 AM to 5:00 PM, at Dao Diamond**. The program aims to strengthen the capacity of School Heads, Learner Formation Officers (LFOs), and Registered Guidance Counselors (RGCs) in promoting learner safety, well-being, rights, and protection.
 2. The activity seeks to enhance participants' understanding of applicable DepEd policies on bullying and learner protection; strengthen awareness of LFO roles and responsibilities; improve school-based reporting and referral mechanisms; and promote appropriate, preventive, confidential, and learner-centered responses to bullying, violence, threats, abuse, mental health concerns, and other situations affecting learner welfare.
 3. **Assistant SDS, SGOD Chief, CID Chief, All School Heads, designated Learner Formation Officers, and Registered Guidance Counselors** of the Schools Division of Tagbilaran City are directed to attend and participate in the activity. School Heads shall ensure the attendance and active participation of the concerned personnel and facilitate the application of the learning gained in strengthening their respective school-based learner protection mechanisms.
 4. The program shall include discussions on DepEd policies on bullying and learner protection; capacity-building on learner protection and LFO functions; learner safety and protection risk assessment; school-based action planning; consultation and open forum; synthesis and commitment setting; and the oath-taking ceremony of newly designated Learner Formation Officers.
 5. Participants are expected to complete the attendance and evaluation forms, identify learner protection concerns and areas for improvement in their respective schools, and

formulate school-level action points to strengthen reporting, referral, prevention, and response mechanisms. All discussions involving actual learner concerns shall observe applicable confidentiality and data privacy requirements and shall be handled through appropriate reporting and referral procedures.

6. The School Governance and Operations Division (SGOD) and the Legal Unit, in coordination with School Heads, Class Advisers, Subject Teachers, Learner Formation Officers, Registered Guidance Counselors, and other concerned offices, shall support the program's monitoring and evaluation and the implementation of identified school-level action points.
7. Participants may avail themselves of **one (1) day of Compensatory Time-Off (CTO) or Service Credits, as applicable**, subject to eligibility, existing DepEd and Civil Service Commission rules and regulations, and approval by the authorized official.
8. For information, guidance, and strict compliance.
9. See Annex A for the list of participants.

For the SDS:

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent 


JOHN ARIEL A. LAGURA PhD
Assistant Schools Division Superintendent

DESIGNATED LEARNER FORMATION OFFICER

No.	Name of Personnel	Position	School/Station
1	JEPSON Y. CUADRA	Master Teacher I	DCPNHS-JHS
2	MARY JOY G. CLARO	SNET 1 / Teacher 4	TCCS – SPED Center
3	ZITA T. BARRERA	Teacher 6	TCCS – for the Hearing Impaired
4	LORNA MAE P. PUNGAY	Master Teacher I	Bool Elementary School
5	MELCHOR B. DANIEL JR.	Assistant Principal	DCPNHS-SHS
6	JEROME DACULA	Teacher III – Alternate	DCPNHS-SHS
7	CONCEPCION C. P. SIMPAO	Teacher VI	Ubujan Elementary School
8	FLORLIZEL C. CIRUNAY	Teacher 1	Taloto National High School
9	GAY L. GABO	Level Leader Gr. 4	Mansasa Elementary School
10	JOSEPHINE B. FELISILDA	Level Leader Gr. 1	Mansasa Elementary School
11	ANECITA B. BALON	Master Teacher II	Taloto Elementary School
12	FARRAH A. ESTOCE	Master Teacher I	San Isidro Elementary School
13	ANABEL R. LANSANG	Master Teacher 2	Cogon Elementary School
14	MARCELA C. DISPO	Teacher 3	City East Elementary School
15	RAYMOND A. GONE	Master Teacher 1	Manga National High School
16	ALMA L. BAGO	Teacher 6	Manga Elementary School
17	RICKY C. TENAJEROS	Teacher 3	Mansasa National High School
18	DOUGEFORD D. CASTAÑO	Master Teacher 1-KS	Tagbilaran City Central Elementary School
19	MARCIAL O. GOLOSINO	Teacher 3-KS	Tagbilaran City Central Elementary School
20	DIALENE S. ROMUGA	Teacher 1	City of Tagbilaran HS, Cabawan
21	SHIRLEY LABORTE	Teacher	Dao Elementary School
22	MARIA TERESA I. LARODA	Assistant Principal 2	DCPNHS-SHS
23	JOSEPHINE M. ADARNE	Master Teacher 1	Dampas Elementary School

24	EUFEMIO B. BANTUGAN	Teacher 3	Booy Elementary School
25	FLORDELIZA Z. CORREA	Teacher 3	Cabawan Elementary School
26	JEANY B. POLO	Teacher 1	San Isidro National High School
27	JESLI ANGEL R. BALLING	SPST-1	San Isidro National Junior School
28	CECILIA D. SULAGUE		TIPTIP ELEMENTARY SCHOOL
29	ALJON FRONTERAS		TAGBILARAN CITY SCIENCE HIGH
30	MA. BELLA G. IMPAS		EASTERN COGON ELEMENTARY SCHOOL
31	MARICEL BARIMBAO		COGON NATIONAL HIGH SCHOOL
32	MARIA CATHERINE A. ROLLON		BOOY SOUTH ELEMENTARY SCHOOL

DIVISION PERSONNEL

33	Atty. Tammy I. Relampagos	ATTORNEY III	LEGAL UNIT - DIVISION PERSONNEL
34	NEOLITA S. SARABIA EdD	Educaiton Program Supervisor – LRMS	CID - DIVISION PERSONNEL
35	GENEVIEVE J. BONGCAC	Education Program Supervisor – Values & SHS	CID - DIVISION PERSONNEL
36	Darvy T. Amoy	COS TA -2	SGOD - DIVISION PERSONNEL
37	MAE CONCEPCION D. TEJANO	LEGAL ASSISTANT 1	LEGAL UNIT - DIVISION PERSONNEL
38	MARY GRACE A. TAMPOS	RGC	MANGA - NHS
39	PATRICE ANGELI KC L. TUAZON	RGC	MANSASA NHS
40	KRISSA M. YBAÑEZ	RGC	DCPNHS - SHS
41	TINA AGNES DUMAS	RGC	DCPNHS - JHS
42	MARICHELL A. WILSON	RGC	COGON NHS
43	FIEL ANGELIE P. BAGOLOR-GARROTE	RGC	TAGBILARAN CITY SCIENCE HIGH

PRINCIPALS

PRINCIPAL	ELEMENTARY SCHOOL
MARILYN M. GOTIAY	BOOL ES
JERRY B BELECINA	BOOY ES
MA. DIOSCORA H. SAYON	BOOY SOUTH ES
DR. GLAIZA P. JALA	CABAWAN ES
LORELEI G. ANORE	CITY EAST ES
DR. EDITHA G. GONE	COGON ES
DR. MARIA RACHEL S. OMASAS	DAMPAS ES
DR. FLORAFEL C. DATOY	DAO ES
EUFE RHODA R. GALON	EASTERN COGON ES
MARIA CHONA B. ROXAS	MANGA ES
DR. BASILIDES M. SEMPRON	MANSASA ES
ELDIEBRANDO S. CORREA	SAN ISIDRO ES
PRINCIPAL	ELEMENTARY SCHOOL
PROSERPINA A. DOROY	TAGB. CITY CENTRAL ES
LEMUEL B. BAROL	TAGB. CITY CENTRAL ES- SPED CENTER
MA. DULCE ALMA A. LOPOS	TALOTO ES
FELIPE D. EPE	TIPTIP ES

CLEMENTINA A. GAMIL	UBUJAN ES
PRINCIPAL	SECONDARY SCHOOL
EUTROPIA R. ARCAYENA	CITY OF TAGBILARAN NHS
NILO J. SENDRIJAS	COGON NATIONAL HIGH SCHOOL
CORAZON H. SAMUYA	DR. CECILIO PUTONG NHS (JHS)
JENELOU JOHN F. ISRAEL MELCHOR DANIEL (Asst. Principal)	DR. CECILIO PUTONG NHS (SHS)
DR. JOSELITO C. GALENDO	MANGA NHS
DR. JONATHAN D. MEMBREVE	MANSASA NHS
ALBERTO A. TIBOD JR.	SAN ISIDRO NHS
DR. LEGARDO R. PALACA JR.	TAGB. CITY SCIENCE HS
GRACE MARIE L. CAMPOS	TAGB. HIGH SCHOOL FOR HEARING IMPAIRED
DR. ERMILA CARDINAS	TALOTO NHS