Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

**Office of the Schools Division Superintendent**

**28 September 2022**

**DIVISION MEMORANDUM**
**No. 554 s. 2022**

**ADDENDUM TO DIVISION MEMORANDUM NO. 487, s. 2022, re CULMINATING PROGRAM FOR BALANCING TEAMWORK AND PROFESSIONALISM FOR EFFICIENT CUSTOMER SERVICE: AN ONLINE TRAINING FOR NON-TEACHING PERSONNEL**

To: **Public Schools District Supervisors/In-Charge**
**Division Office Section Heads and Personnel**
**Elementary and Secondary School Heads**
**Elementary and Secondary Teachers**
**Non-Teaching Personnel**
This Division

1. Relative to Division Memorandum No. 487 and 482, s. 2022 re: **Culminating Program for Balancing Teamwork and Professionalism for Efficient Customer Service**, this Office through the Human Resource Development Unit announces the official list of output presenters and program flow for the upcoming Culminating Program on September 30, 2022.

2. All other provisions of Division Memorandum No. 497, s. 2022 remain enforced.

3. For more queries and concerns, participants shall coordinate with Irish Karylle D. Monte (SEPS- HRD) through email irishkarylle.monte@deped.gov.ph or Eman A. Lachica (EPS II- HRD) through email eman.lachica@deped.gov.ph.

4. For your information and guidance.

**JONATHAN S. DELA PEÑA, PhD, CESO V**
Schools Division Superintendent

Encls.: As stated
References: *None*
To be indicated in the Perpetual Index
under the following subjects:
PROFESSIONAL DEVELOPMENT
ONLINE TRAINING

SGOD, HRD-i.monte

Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)
Website: www.deped.misor.net
Email: misamis.oriental@deped.gov.ph

**CULMINATING PROGRAM FOR BALANCING TEAMWORK AND PROFESSIONALISM FOR EFFICIENT CUSTOMER SERVICE: AN ONLINE TRAINING FOR NON-TEACHING PERSONNEL**

**PROGRAM FLOW**

September 30, 2022 | Zoom

| Time | Activity/Topic | Person-In-Charge |
|---|---|---|
| 8:00 AM | **Log in time** | |
| 9:00-9:30 AM | **Preliminaries:**<br>National Anthem<br>Opening Prayer<br>Roll Call of Participants<br><br>Opening Remarks<br><br>Welcome Message<br><br><br>Statement of Purpose<br><br><br>Message<br><br><br>Message of the Head of Office | **c/o Eman A. Lachica**<br>AVP<br>AVP<br>**EMAN LACHICA, PhD.**<br>EPS II- HRD<br>**MARIA TERESA M. ABSIN, PhD**<br>Chief ES, SGOD<br>**ERLINDA G. DAEL, PhD. CESE**<br>ASDS<br><br>**IRISH KARYLLE D. MONTE, PhD**<br>SEPS HRD<br><br>**ED SOLIMAN**<br>SEAIETI MANAGING DIRECTOR<br><br>**JONATHAN S. DELA PEÑA, PhD**<br>Schools Division Superintendent |
| 9:30-9:45 AM | Presentation of the Panel of Adjudicators/Judges for the Presentation and Presentation of Mechanics | **ED SOLIMAN**<br>Managing Director |
| 9:45 AM- 11:45 AM | Presenters 1-10 | |
| 11:45-1:00 PM | **HEALTH/LUNCH BREAK** | |
| 1:00-3:45 PM | Presenters 11-20 | |
| 3:45 PM | CLOSING<br>Reminders and Announcements | **c/o Eman A. Lachica**<br>EPS II HRD |

Republic of the Philippines
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REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

**DIVISION MEMORANDUM**
**No.** 487 **s. 2022**

**30 AUGUST 2022**

**CORRIGENDUM TO DIVISION MEMORANDUM NO. 482, S. 2022 RE: CULMINATING PROGRAM FOR BALANCING TEAMWORK AND PROFESSIONALISM FOR EFFICIENT CUSTOMER SERVICE: AN ONLINE TRAINING FOR TEACHING AND NON-TEACHING PERSONNEL**

To: **Public Schools District Supervisors/ District In-Charge**
**Elementary and Secondary School Heads**
**All Identified Teaching and Non-Teaching Personnel**
This Division

1. This is in reference to Pursuant to **Division Memorandum No. 482, s. 2022 dated August 23, 2022,** this Office, through the Human Resource Training and Development hereby informs the participants of the **Culminating Program for Balancing Teamwork and Professionalism for Efficient Customer Service: An Online Training for Teaching and Non-Teaching Personnel.**

2. The table below shows the schedule of the activity.

| Activity | Date and Time |
|---|---|
| Pre-Work/Management of Learning | September 19, 2022<br>1:30 p.m. to 4:00 p.m. |
| Culminating Activity | September 30, 2022<br>9:00 a.m. to 4:00 p.m. |

3. All other provisions of Division Memorandum No. 482, s. 2022 remain in effect.

4. Wide dissemination of this Memorandum is hereby enjoined.

**JONATHAN S. DELA PEÑA, PhD, CESO V**
Schools Division Superintendent

Encls.: As stated
To be indicated in the Perpetual Index
under the following subjects:
*International Training*
JSD/sgod/mma-HRD Monte-Lachica

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## LIST OF PRESENTERS FOR THE CULMINATING PROGRAM FOR BALANCING TEAMWORK AND PROFESSIONAL FOR EFFICIENT CUSTOMER SERVICE: AN ONLINE TRAINING FOR NON-TEACHING PERSONNEL

| GROUP NO. | DATE & TIME SUBMITTED | GROUP NAME | TEAM MEMBERS |
|---|---|---|---|
| 1 | 09-20 - 12:00 AM | Salay National High School | Mark Doon V. Daguimol |
| | | | Richelle Pailagao |
| | | | Ivy O. Nineza |
| | | | Riche Jae Camas |
| | | | Shenneth L. Abao |
| 2 | 09-20 - 9:25 PM | Balingasag South | Sheilou Mae B. Tabudlong |
| | | | Pinky T. Cueto |
| | | | Racky Cabasa |
| 3 | 09-21 - 6:08 AM | Portulin National High School North District | LUZ L. CALUNSAG |
| | | | MARCIANO OLACO |
| | | | FLORAMIE ALGUZAR |
| | | | JOSEPH RAMBOYON |
| 4 | 09-21 - 4:49 PM | ANCHS | Eugenie Fay L. Ubay-ubay |
| | | | Marilou B. Florendo |
| | | | Maricor D. Dumaguin |
| 5 | 09-22 - 8:53 PM | Solana Elementary School | Janita L. Aminao |
| | | | Honey Chill C. Pacaña |
| | | | Pamela O. Icayan |
| | | | Salve V. Madridano |
| | | | Mary Ann E. Cabanes |
| | | | Regi F. Caguete |
| | | | Danilo M. Macarayo |
| 6 | 09-26- 3:24 PM | Team camaraderie | Maria Lourdes E. Ermac |
| 7 | 09-27 - 08:04AM | Alubijid West District | Dette Cyrille B. Juliada |
| | | | Geraldine N. Fabria |
| | | | Luigi Z. Labis |