



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

14 October 2024

DIVISION MEMORANDUM  
No. **455**, s. 2024

**DIVISION STAFF ORIENTATION WORKSHOP RE: DEPED  
COMPUTERIZATION PROGRAM (DCP) ADOPTION  
CAPABILITY BUILDING FOR TEACHERS OF  
DCP RECIPIENT SCHOOLS**

- To: Office of the Assistant Schools Division Superintendent  
School Governance and Operations Division Chief  
Curriculum Implementation Division Chief  
Public Schools District Supervisors/District In-Charge  
Public Elementary and Secondary School Heads Concerned  
All others concerned
1. This Office shall conduct the Division Staff Orientation Workshop on the conduct of the DepEd Computerization Program (DCP) Adoption Capability Building for Teachers of DCP Recipient Schools at SDO Conference Hall on November 4-5, 2024.
  2. The activity aims to:
    - a. Orient the core trainers and members of the Program Management Team (OMT) on their terms of reference;
    - b. Review the session guides, slide decks, and other materials for the training; and
    - c. Finalize the training resource packages and training matrix.
  3. The participants are advised to bring their own laptop, chargers and extension cords as well as copies of the Session Guides, Slide Decks and other documents which may be used as reference in crafting their outputs.
  4. Please see enclosure for the list of participants.
  5. Expenses relative to the conduct of this activity shall be charged against PSF DCP Adoption Capability Building for Teachers of DCP Recipient Schools subject to usual accounting and auditing rules and regulations
  6. Immediate dissemination of this Memorandum is desired.



**ORLANDO E. MANUEL PhD., CESO V**  
Schools Division Superintendent

10-14-2024



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| Doc Code: | FM-OSDS-SDS-006 | Rev:  | 00 |
| As of:    | 10-15-2019      | Page: | 1  |



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**Enclosure 1. Division Program Management Team**

| <b>Name</b>                      | <b>Designation</b>        | <b>Task/Role</b>  |
|----------------------------------|---------------------------|---|
| Orlando E. Manuel PhD., CESO V   | SDS                       | Consultant  |
| Adonis C. Ceperez EdD., CESE     | ASDS                      | Consultant  |
| Romulo S. Ancheta PhD            | CES, SGOD                 | Co-Consultant   |
| Maricel S. Franco PhD., CESE     | CES, CID                  | Co-Consultant   |
| Atty. Julius Caesar Domingo, CPA | Legal Officer             | Co-Consultant   |
| Noli Mar M. Navarro              | SEPS-SMME                 | Program Lead/Resource<br>Speaker/Facilitator/DCP Adoption<br>NTOT Completer, Focal<br>Person/Program Manager                        |
| Maggie Ronalyn Y. Bacani         | Principal II, SSES        | Program Co-Lead/Resource<br>Speaker/Facilitator/DCP National<br>Trainer, Training/Workshop/Forum<br>Manager/Day 3 Officer In-charge |
| Jayson D. Velasco                | Head Teacher III, DDSNHS  | Resource Persons/Facilitators   |
| Dionisia Pugong                  | Bonfal NHS                |   |
| Anthony Romulo Fernandez         | Bagabag NHS               |   |
| Rogine Domingo                   | Curifang ES               |   |
| Marianne C. Eugenio              | SEPS-HRD                  |   |
| Niko Neil Fariñas                | Uddiawan NHS              | Day 1 Officer In-Charge/Technical<br>Assistant/Facilitator  |
| Zenaida Tacadena                 | Solano HS                 | Day 2 Officer In-Charge/Technical<br>Assistant/Facilitator  |
| Erwin Roy Cachola                | Solano HS                 | Technical Assistant/Facilitator   |
| Ezekel Garing                    | IT Officer I              | Technical Assistant/Facilitator   |
| Maritess Vidad                   | Administrative Officer V  | Administrative Officer V  |
| Gaye C. Castillo                 | Supply Officer            | Supply Officer  |
| Emerson B. Balut                 | Accountant II             | Accountant III  |
| Jeassel J. Alayu                 | Budget Officer III        | Budget Officer III  |
| Daisy M. Navarro                 | Admin. Assistant III      | Support Staff, Finance  |
| Ryan Buccat MD                   | Medical Officer III       | Welfare Officer   |
| Rogine Domingo                   | Principal I               | QAME Coordinator  |
| Herbert Mangabat                 | Administrative Officer II | QAME Monitor  |
| Julius C. Calangan               | EPS II-SMME               | Support Staff   |
| Joshua Umli                      | EPS II-HRD – Designate    | Support Staff   |
| Howard Doles                     | Administrative Aide IV    | Support Staff   |
| Julie Mamugay                    | Administrative Aide VI    | Support Staff   |