



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
SCHOOLS DIVISION OF NUEVA VIZCAYA

04 June 2025

**DIVISION MEMORANDUM**  
No. 251, s. 2025

**DIVISION STAFF ORIENTATION WORKSHOP (DSOW)  
FOR THE SEMINAR ON ACTION RESEARCH FOR LIBRARIANS AND  
LIBRARIES-IN-CHARGE**

To: Assistant Schools Division Superintendent  
Curriculum Implementation Division Chief  
School Governance and Operations Division Chief  
Education Program Supervisors  
Public Schools District Supervisors/Districts-in-Charge  
Public Secondary/ Integrated School Heads  
All others concerned

1. This Division, through the Curriculum Implementation Division (CID)- Learning Resource Management Section (LRMS), informs the members of the Program Management Team (PMT) re conduct of a Division Staff Orientation Workshop (DSOW) for the Seminar on Action Research for Librarians and Libraries-in-Charge on June 13, 2025 (1:00 PM), at the SDO Learning Resource Management and Development Center (LRMDC), Bayombong, Nueva Vizcaya.

2. The participants of the DSOW include:

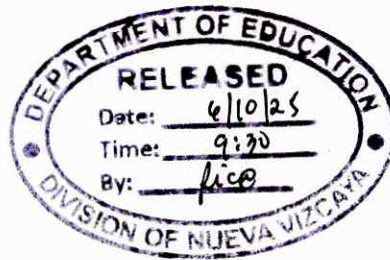
No.	Name	Position	Station
1.	Rommel S. De Gracia	SEPS-PAR	SGOD
2.	Mark Anthony Gano	HT III	Pinayag NHS
3.	Leonard Francis Jasmin	Principal I	Kakiduguen ES
4.	Jayson Velasco	Head Teacher I	Dupax del Sur NHS
5.	Francis A. Di-at	Teacher III	NVGCHS
6.	Chester C. Cortez	Librarian II	CID
7.	Maria Victoria A. Padro	PDO II	CID
8.	Bermelita E. Guillermo	EPS	CID
9.	Howard Jean Francois Doles II	ADA VI	OSDS
10.	Darell John De Guzman	ADAS III	CID
11.	Clydinne Ballon	ADAS III	SGOD
12.	Rhealyn M. Domingo	ADAS II	CID



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3. Snacks shall be charged to the Division HRTD fund while travel expenses to be incurred by the participants shall be charged to school funds available, subject to the usual accounting and auditing rules and regulations.
4. For information, guidance, and compliance.

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



CID/LRMS/BEG/ccc



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