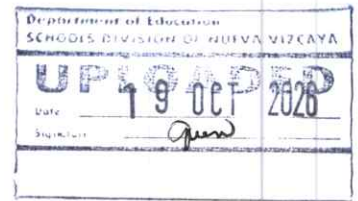




Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA



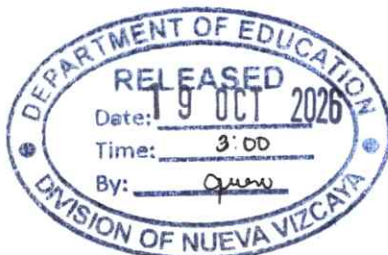
19 October 2026

DIVISION MEMORANDUM
No. 420 s. 2026

**CAPABILITY-BUILDING WORKSHOP ON WRITING PROFESSIONAL
DEVELOPMENT PROGRAMS AND INNOVATIONS**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors/District In-Charge
School Heads Public Elementary, Secondary & Integrated Schools
All others concerned

1. The Schools Division Office of Nueva Vizcaya, through the School Governance and Operations Division-Human Resource Development Section (SGOD-HRDS), shall conduct the **Capability-Building Workshop on Writing Professional Development Programs and Innovations on October 27-28, 2026**, at Pedro Calungsod Hall, Saint Mary's University, Bayombong, Nueva Vizcaya.
2. The activity aims to strengthen the competencies of personnel in developing quality Professional Development (PD) programs and innovations, preparing complete documentary requirements, and complying with DepEd and Professional Regulation Commission (PRC) standards for quality assurance and accreditation.
3. The activity shall be participated in by identified personnel from the SDO Proper and one (1) representative from the District Offices and the secondary schools attached as **Enclosure No. 1**. Each participant shall register on or before **October 21, 2026** directly to this link: <https://tinyurl.com/4jkfx9ws>.
4. Meals, and other miscellaneous expenses relative to the conduct of the activity shall be charged to OPDNTP Fund, while travel, accommodation and other miscellaneous expenses of the participants and the Program Management Team (see Enclosure 2) shall be charged to their respective MOOE/local funds, subject to the usual accounting and auditing and regulations.
5. For guidance, information, strict compliance, and appropriate action.




ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
10-2026-750



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya, 3700
Cellphone No: • +63 962 681 4945 • +63 992 035 2123
Email Address: nuevavizcaya@deped.gov.ph
Website: <https://sdonuevavizcaya.com/>



Republic of the Philippines

Department of Education

REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

Enclosure No. 1 to Division Memorandum No. 420 s. 2026

	OFFICE/UNIT/ SECTION	NAME	POSITION
1	Budget	JEASSEL J. ALAYU	AO V
2	Accounting	EMERSON B. BALUT	Accountant III
3	ICT	EZEKEL C. GARING	ITO I
4	Admin/Legal	ATTY. JULIUS CAESAR G. DOMINGO, CPA	Attorney III/ OIC AO V
5	Cash Section	ROSULA M. BALBERAN	AO IV
6	HR	PRINCES C. AQUITANIA	AO IV
7	Admin	ENGR. CAROLINE Q. LAGULA	Engineer III
8	Supply	GAYE D. CASTILLO	AO IV
9	Records	MARICAR M. VALIDO	AO IV
10	CID	ROMMEL S. DE GRACIA PhD	SEPS/OIC Chief, CID
11	CID	MARIA CONCEPCION D. ABSALON PhD	EPS– Araling Panlipunan
12	CID	HILDA D. ARAGON PhD	EPS-Kindergarten & SPED
13	CID	NIMFA NORIE A. AQUINO PhD	EPS– Mathematics
14	CID	RONNIE B. BIBAS EdD	EPS-Science
15	CID	WILHELMINA C. CASTRO	EPS– EsP
16	CID	DINDO JOHN H. MORENO PhD	EPS– English
17	CID	MACRINO A. RAYMUNDO EdD	EPS– ALS / MAPEH
18	CID	ROGER S. SEBASTIAN PhD	EPS– Filipino
19	CID	ORLANDO D. VICENTE PhD	EPS– TLE
20	CID	MERLYN S. ABAT	PSDS- Bayombong I
21	CID	EDWARD M. SANTIAGO	PSDS- Bayombong II
22	CID	SINGASING G. VALDEZ	PSDS- Bagabag I
23	CID	JOSIEL L. CONDE EdD	PSDS- Dupax Del Norte I
24	CID	IMELDA S. MORENO	PSDS- Solano II
25	CID	MONA LISA A. CABATO	PSDS- Solano I
26	CID	LINA D. PAL-EC	PSDS- Dupax Del Sur
27	CID	MARIA OLIVIA M. BRAZIL	PSDS- Bambang I
28	CID	ARNEL A. PANGANIBAN	DIC – Bambang II
29	CID	CESARIO C. MARIANO	PSDS- Bagabag II
30	CID	MARIVIC C. BACUD	PSDS – Villaverde
31	CID	IRENE B. BOSQUE	DIC – Aritao I
32	CID	DONALD CALMA	DIC – Alfonso Castaneda
33	CID	ARNEL M. BATALLA	DIC – Sta. Fe
34	CID	MARLON V. BUTAY	DIC – Kasibu West
35	CID	LEMUEL P. SANTOS	DIC – Kasibu East
36	CID	LORETO T. ALAMAN	DIC – Quezon



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

37	CID	JERRY B. LAZARO	DIC – Aritao II
38	CID	ALANO C. MENDOZA	DIC – Dupax Del Norte II
39	CID	ALLAN L. PACLIT	DIC – Western Kayapa
40	CID	ONOFRE M. MOLINA	DIC – Eastern Kayapa
41	CID	RUBILYN C. GAJO	DIC – Ambaguio
42	CID	CARMELITA L. PALE	DIC – Diadi
43	CID	YUNIMA T. BATOG	EPS II
44	CID	EDGAR B. CAPUNO	EPS II
45	CID-LRMS	BERMELITA E. GUILLERMO PhD	EPS
46	CID-LRMS	CHESTER C. CORTEZ	Librarian II
47	CID-LRMS	MARIA VICTORIA PADRO	PDO II
48	SGOD	MELANY M. ASUNCION PhD	EPS
49	SMME	NOLI MAR M. NAVARRO EdD	SEPS
50	SMME	JULIUS C. CALANGAN	EPS II
51	SMAN	ROSCOE N. GACUSANA EdD	SEPS
52	SMAN	MARIA LICEL T. BALICO	EPS II
53	Planning	ROMEO EMMANUEL C. YARCIA II	Planning Officer III
54	SHN	DR. RYAN CHRISTOPHER A. BUCCAT	Medical Officer III
55	SHN	MARILOU C. RODEROS RN, PhD	Nurse II
56	DRRM	MARIA THERESA B. IGLESIA	PDO II
57	YFP	MARC HENRICK R. NICANOR	PDO I
58	Procurement	JASON C. BALUT	AO IV
59	Admin	JOSHUA W. UMLI	Legal Asst

47 Secondary Schools (Non-Teaching Personnel)
 23 District Non-Teaching Personnel (9 PDOs & 14 AO II)
In-Charge of Uploading Proposals for PRC Accreditation