



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

June 28, 2021

**DIVISION MEMORANDUM**

No. 270 s. 2021

**LIST OF PARTICIPANTS TO THE REGIONAL WEBINAR  
ON STRESS MANAGEMENT FOR THE NON-TEACHING PERSONNEL**

To: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary, Secondary, and SHS Heads  
All Others Concerned

1. Pursuant to Regional Memorandum No. 222, this Office would like to inform the field that the Regional Office III-NEAP will be conducting, **"Webinar on Stress Management for the Non-Teaching Personnel"** scheduled in three (3) batches vis MS Teams Platform. Listed below are schedules per batch:
  - a. Batch 1: July 7, 2021 (Wednesday)
  - b. Batch 2: July 14, 2021 (Wednesday)
  - c. Batch 3: July 21, 2021 (Wednesday)
2. The participants to this webinar are the following: Section Heads, Administrative Aide, Administrative Assistant, Administrative Officer, Accountant, Bookkeeper, Disbursing Officer, Guidance Counselor, Librarian, Project Development Officer, Planning Officer, Registrar, Doctor, Dentist, Nurse, Security Guard, and other non-teaching personnel.
3. All identified participants in Enclosure 1 of this Memorandum shall register online on or before July 2, 2021 through the Regional links provided hereunder:
  - a. Batch 1: <https://tinyurl.com/Batch1WSM>
  - b. Batch 2: <https://tinyurl.com/Batch2WSM>
  - c. Batch 3: <https://tinyurl.com/Batch3WSM>
4. Immediate dissemination of this Memorandum to all concerned is desired.

**ROLAND M. FRONDA, EdD, CESO VI**

Assistant Schools Division Superintendent  
Officer-In-Charge

Office of the Schools Division Superintendent



“WE MOULD HEROES”

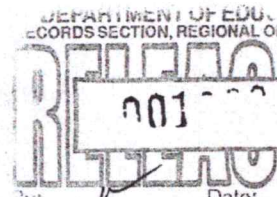
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Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON



Date: JUN 14 2021

REGIONAL MEMORANDUM  
No. 222 s, 2021

**WEBINAR ON STRESS MANAGEMENT FOR THE NON-TEACHING PERSONNEL**

To: Schools Division Superintendents  
Chiefs of Regional Functional Divisions

1. This Office, through the Human Resource Development Division – National Educators Academy of the Philippines, Region III (HRDD-NEPAP, R-III), will conduct a **Webinar on Stress Management for the Non-Teaching Personnel** scheduled in three (3) batches in July 2021 via MS Teams platform. Below is the schedule per batch:

- Batch 1 – July 7, 2021, Wednesday
- Batch 2 – July 14, 2021, Wednesday
- Batch 3 – July 21, 2021, Wednesday

2. The seminar is anchored on the result of the online Training Needs Assessment (TNA) among the non-teaching employees in the Region wherein the most common need that came out across all fields and offices from the survey is “stress management”.

3. To ensure that the operation of the offices will not be impaired, the webinar will be in three batches with 1,000 participants per batch. Each Schools Division Office (SDO) is requested to send a maximum of 48 participants per batch coming from the following positions: Administrative Aide, Administrative Assistant, Administrative Officer, Accountant, Bookkeeper, Disbursing Officer, Guidance Counselor, Librarian, Project Development Officer, Planning Officer, Registrar, Doctor, Dentist, Nurse, Security Guard, and other non-teaching personnel not mentioned.

4. For the non-teaching personnel of the Regional Office, the chief of each functional division or unit/section head shall identify their participants per batch. Identified participants in three batches are requested to register online on or before July 2, 2021 through the links provided hereunder –

- Batch 1 – <https://tinyurl.com/Batch1WSM>
- Batch 2 – <https://tinyurl.com/Batch2WSM>
- Batch 2 – <https://tinyurl.com/Batch3WSM>

5. For an orderly online registration of participants, the SEPS-HR of each SDO are requested to prepare the list of participants per batch in order to ensure that each SDO does not go beyond 48 participants per batch.

6. All expenses relative to this webinar shall be charged against the Three Million Three Hundred Eighty-Three Pesos (Php 3,383,000.00) downloaded by the



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Telephone Number: (045) 598-8580 to 89; Email Address: region3@deped.gov.ph



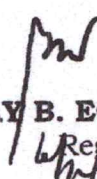




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REGION III-CENTRAL LUZON

Office of the Undersecretary for Planning, Human Resource and Organization Development to the Regional Office III for the Organizational and Professional Development for Non-teaching Personnel (OPDntp).

7. Wide dissemination of this Memorandum to all concerned is earnestly desired.

  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

Incl.: As stated

Reference: Memorandum OM-PHRD-2021-0020

HRDD1/hrdd2/neap1  
June 7, 2021



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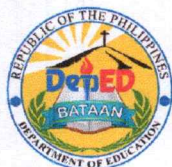


Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

Enclosure No. 1 to Division Memo No. \_\_\_\_, s. 2021

**LIST OF PARTICIPANTS TO THE REGIONAL WEBINAR  
ON STRESS MANAGEMENT FOR THE NONTEACHING PERSONNEL  
BATCH 1 July 7, 2021**

NO.	NAME	POSITION	STATION
1	Anthony Glenn P. Gacutan	Administrative Assistant III	OSDS
2	Charito G. De Guzman	Administrative Assistant III	OSDS
3	Adelyn R. Morcilla	Clerk	OSDS
4	Pilar C. Ignacio	Administrative Officer V	Personnel
5	Abraham S. Tria	Administrative Assistant III	Personnel
6	Donabel L. Mariano	Administrative Assistant III	Personnel
7	Ivy Joy R. Imperial	Administrative Assistant II	Personnel
8	Pauline Tolentino	Administrative Assistant II	Personnel
9	Mary Angelli Concepcion R. Santiago	Administrative Assistant II	Personnel
10	Leilani L. Cabigting	Administrative Assistant II	Personnel
11	Reynaldo A. Macalinao	Administrative Assistant II	Personnel
12	Jerlyn P. Paguio	Administrative Aide VI	Personnel
13	Josephine C. Pizarro	MOOE Clerk	Personnel
14	Kimberly Sheen D. Orozco	Clerk	Personnel
15	Mary Conn M. Gacutan	Administrative Assistant III	Accounting
16	Joyce S. Tala	Administrative Assistant III	Accounting
17	Arlene A. Antonio	Administrative Assistant III	Accounting
18	Jamaica Karla H. Canlas	Administrative Assistant II	Accounting
19	Mariel C. Cabutaje	MOOE Clerk	Accounting
20	Mary Anne Gay L. Roque	Accounting Clerk	Accounting
21	May Charlotte G. Pantaleon	Clerk III	Cash
22	Luzviminda A. Canasa	Clerk	Cash
23	George O. Carillo	Administrative Assistant II	Records
24	Ma. Theresa A. Morong	Administrative Aide VI	Records



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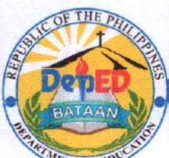




Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

**BATCH 1**

25	Dominique J. Viray	Administrative Assistant II	Supply
26	Aila Joja B. Consolacion	Clerk	Supply
27	Jennifer M. Alip	Dentist II	Medical
28	Richelda Lucas	Dentist	Medical
29	Lois Nicole Dizon	Clerk	Medical
30	Epifania M. Malonzo	Nurse II	Medical
31	Maritess T. Sinio	Dental Aide	Medical
32	Mei Aljoraine J. Valerio	Administrative Officer II	Abucay ES
33	Catherine V. Violeta	Administrative Officer II	Abucay ES
34	Marifer T. Visda	Administrative Officer II	Abucay ES
35	Karen M. Macalinao	Administrative Officer II	Dinalupihan ES
36	Joseph Aaron C. Macalinao	Administrative Officer II	Dinalupihan ES
37	Maricel P. Balatbat	Administrative Officer II	Dinalupihan ES
38	Fetadel A. Tria	Administrative Officer II	Dinalupihan ES
39	Kevin John B. Ocampo	Administrative Officer II	Dinalupihan ES
40	Maria Cristina D. Bucud	Administrative Officer II	Dinalupihan ES
41	Joana R. Soriano	Administrative Officer II	Dinalupihan ES
42	Emelinda M. Basi	Administrative Officer II	Dinalupihan ES
43	Mary Glenice C. Limin	Administrative Officer II	Dinalupihan ES
44	Mary Jane M. Santos	Administrative Officer II	Dinalupihan ES
45	Eunice C. Magno	Administrative Officer II	Hermosa ES
46	Diane-Nicole S. Bautista	Administrative Officer II	Hermosa ES
47	Ana Marie N. Cruz	Administrative Officer II	Hermosa ES
48	Ardeth C. Belleza	Administrative Officer II	Hermosa ES



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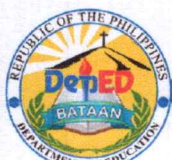




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**LIST OF PARTICIPANTS TO THE REGIONAL WEBINAR  
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BATCH 2 July 14, 2021**

NO.	NAME	POSITION	STATION
1	Roshenar V. Cruz	Administrative Officer IV	Personnel
2	Marlyn F. De Guzman	Administrative Officer II	Personnel
3	Ma. Liza A. Manuel	Administrative Assistant III	Personnel
4	Esther V. Perreras	Administrative Assistant III	Personnel
5	Celia B. Quiroz	Administrative Assistant II	Personnel
6	Ma. Catrina C. Victoria	Administrative Assistant II	Personnel
7	Jumel V. Caraig	Administrative Assistant II	Personnel
8	Christian R. Forbes	Administrative Assistant II	Personnel
9	Cris Jay R. Laylo	Administrative Aide VI	Personnel
10	Rozan A. Quisay	Administrative Aide VI	Personnel
11	Judylyn T. Gatdula	MOOE Clerk	Personnel
12	Synder H. Calderon	MOOE Clerk	Personnel
13	Irene M. Ragudos	Clerk	Personnel
14	Myra V. Dilig	Accountant III	Accounting
15	Sarah Joy M. Sioson	Provident Loan Clerk	Accounting
16	Jessica G. Dimabuyo	Administrative Assistant II	Accounting
17	Lady Mae M. Esconde	Administrative Assistant III	Accounting
18	Micha Ella M. Macaspac	Administrative Aide VI	Accounting
19	Pauline T. Salaveria	Administrative Assistant III	Accounting
20	Brexter C. Caballas	Administrative Assistant III	Accounting
21	Merlie Anne L. Cayanan	Administrative Assistant III	Accounting
22	Mariel M. Ladera	Administrative Assistant III	Accounting
23	Bernadette Joyce M. Magat	Administrative Assistant III	Accounting
24	Mary Grace P. Villanueva	Administrative Assistant III	Accounting



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**BATCH 2**

25	Maria Fe P. Martonito	Administrative Assistant III	Budget
26	Maria Ofelia M. Gaita	Administrative Assistant III	Budget
27	Joshua M. Barrometro	Administrative Assistant I	Budget
28	Rosalie Joy G. Trinidad	Administrative Officer IV	Cash
29	Shyrene D. De Guzman	Administrative Officer II	Cash
30	Karl Paolo P. Gigante	Administrative Aide VI	Cash
31	Mary Ann M. Ladera	Administrative Officer II	Records
32	Sarah Grace S. Dela Rosa	Clerk	Records
33	Randy Philip R. De Leon	Clerk	Records
34	Laarni S. Bautista	Administrative Officer IV	Supply
35	Jamie N. Sibayan	Administrative Officer II	Hermosa ES
36	Nicole T. Torres	Administrative Officer II	Hermosa ES
37	Emmalyn G. Gimpes	Administrative Officer II	Morong ES
38	Mark Rendell B. Bugay	Administrative Officer II	Morong ES
39	Darlene Grace E. Carreon	Administrative Officer II	Morong ES
40	Rhoda Beth P. Dumalag	Administrative Officer II	Orani ES
41	Mirasol I. Maniquez	Administrative Officer II	Orani ES
42	Lenie G. Salandanan	Administrative Officer II	Mariveles ES
43	Allan Kaye V. Legaspi	Administrative Officer II	Orani ES
44	Zaira Mae M. Villegas	Administrative Officer II	Orani ES
45	Ralph H. Escartin	Administrative Officer II	Samal ES
46	Mary Ann S. Maullon	Administrative Officer II	Bagac ES
47	Lizandro E. Lopez	Administrative Officer II	Limay ES
48	Maria Regina C. Salamanca	Administrative Officer II	Limay ES



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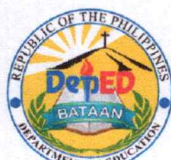




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**LIST OF PARTICIPANTS TO THE REGIONAL WEBINAR  
ON STRESS MANAGEMENT FOR THE NONTEACHING PERSONNEL  
BATCH 3 July 21, 2021**

NO.	NAME	POSITION	STATION
1	Mylene G. Santos	Administrative Officer V	Budget
2	Rhea Katrina Dumalag	PMIS Clerk	Budget
3	Krizza Marie S. Lopez	Administrative Assistant III	Budget
4	Mylene R. Alcantara	Administrative Assistant III	Accounting
5	Maribel P. De Roxas	Administrative Assistant III	Accounting
6	Romina D. Velasco	Administrative Assistant III	Accounting
7	Joan T. Briz	PDO II	CID
8	Rosita P. Serrano	Librarian	CID
9	Carmelita S. Pizarro	Administrative Assistant III	CID
10	Maria Patricia R. Constantino	Clerk	CID
11	Chariz Ann A. Lintag	Clerk	CID
12	Francez Paulene C. Tabije	PDO II	SGOD
13	Nando Almario	PDO II	SGOD
14	Ray Q. Cruz	PDO II	SGOD
15	Lorena L. Inlong	Administrative Officer VI	Records
16	Ranell D. Gatdula	Administrative Aide IV	Personnel
17	Armando B. Eugenio Jr.	Administrative Aide III	Personnel
18	Art S. Feria	Administrative Aide III	Personnel
19	Ethel Joyce T. Bartolome	Administrative Officer II	Supply
20	Maria Amieleen D. Gabaya	Administrative Assistant II	SGOD
21	Razon T. Bartolome	MOOE Clerk	SGOD
22	Maria Lourdes D. Gabaya	Nurse II	Medical
23	Lalaine M. Navata	Nurse II	Medical
24	Larah May M. Dela Rosa	Nurse II	Medical



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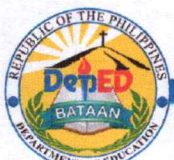




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SCHOOLS DIVISION OFFICE OF BATAAN

**BATCH 3**

25	Emily P. Cantillano	Nurse II	Medical
26	Irene Agustin	Nurse II	Medical
27	Helene Rose C. Camacho	Attorney III	Legal
28	Aleah Louise S. Diwa	Administrative Officer II	Limay ES
29	Ma. Katrina P. Soria	Administrative Officer II	Limay ES
30	Levelyn T. Cruz	Administrative Officer II	Limay ES
31	Donna N. Salcedo	Administrative Officer II	Mariveles ES
32	Roselene M. Silva	Administrative Officer II	Mariveles ES
33	Claire E. Biare	Administrative Officer II	Mariveles ES
34	John Levi D. Santiago	Administrative Officer II	Mariveles ES
35	Arlyn V. Espiritu	Administrative Officer II	Mariveles ES
36	Ivy Ethel D. Cunanan	Administrative Officer II	Mariveles ES
37	Christine J. Lorenzo	Administrative Officer II	Orani ES
38	Michelle T. Serran	Administrative Officer II	Pilar ES
39	Sheryl P. Alonzo	Administrative Officer II	Mariveles ES
40	Jemee Joan M. De Jesus	Administrative Officer II	Orion ES
41	Christian Michael SJ. Samonte	Administrative Officer II	Orion ES
42	Pauline Joy B. Simeon	Administrative Officer II	Orion ES
43	Aira Joy I. Santos	Administrative Officer II	Orion ES
44	Myra T. Isidro	Administrative Officer II	Orion ES
45	Amorsolo P. Reyes	Administrative Officer II	Pilar ES
46	Jobelle S. Antonio	Administrative Officer II	Pilar ES
47	Charmaine Louise T. Dizon	Administrative Officer II	Mariveles ES
48	Cheene P. Tasic	Administrative Officer II	ONHS Parang-Parang



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