



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

NOV 26 2024

DIVISION MEMORANDUM
No. 504, s. 2024

**YEAR-END PLANNING, REVIEW, AND QUALITY MANAGEMENT SYSTEM
(QMS) TRAINING FOR SDO-BATAAN**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
SDO Personnel

1. This Office announces the conduct of **"Year-End Planning, Review, and Quality Management System (QMS) Training for SDO- Bataan"** on **December 11-12, 2024** at **Widus Hotel, Clark Freeport Zone, Pampanga**.
2. This activity aims to evaluate and assess the Division's overall performance for 2024, identifying key strengths, challenges, and opportunities for improvement, and build operational excellence through QMS training, fostering a culture of continuous improvement, accountability, and process optimization across the division.
3. Attached are the List of Participants and Activity Matrix for reference.
4. This Memorandum shall serve as the travel authority of the participants.
5. Immediate dissemination of and compliance with this Memorandum is enjoined.

CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

FOR THE SCHOOLS DIVISION SUPERINTENDENT

MILAGROS M. PEÑAFLOR, Ph.D.
Chief Education Supervisor-CID

To be indicated in the Perpetual Index
Under the following subjects:

EVALUATION
PLANNING
PROCESS

SO3/PARTS
November 25, 2024



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Enclosure to Division Memorandum No. _____, s. 2024

LIST OF PARTICIPANTS

No.	Name
OFFICE OF THE SDS	
1	Carolina S. Violeta, EdD, CESO V
2	Charito G. De Guzman
3	Adelyn R. Morcilla
4	Dennis Bergonia
OFFICE OF THE ASDS	
5	Armando C. Capili, EdD
6	Arlene Oliveria
LEGAL SERVICES	
7	Atty. Hazel G. Dilig-Carandang
ICT SERVICES	
8	Richard Alboro
9	Mark Anthony M. Sobreviñas
10	Nicko Manalansan
11	Jess C. Garcia
ADMINISTRATIVE SERVICES	
12	Pilar C. Ignacio
13	Ma. Liza A. Manuel
14	Jobelle S. Antonio
15	Donabel I. Mariano
16	Celia B. Quiroz
17	Maria Patricia R. Constantino
18	Reynaldo A. Macalinao
19	Celina M. Peña
20	Richelle Ann S. Mallari
21	Mae Ann O. Rodriguez
22	Andrea Faye Q. Quicho
23	Maria Lourdes D. Mungcal
24	Ma. Margarita V. Sangalang



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

25	Melessa Forbes
26	Heidee P. Bernal
27	Josephine C. Pizarro
28	Irene M. Ragudos
29	Kimberly Sheen D. Orozco
30	Marlon R. Flores
31	Josephine Gutierrez
32	Merlisa O. Carlos
33	Nerissa D. Viscayno
34	Annaliza Suarez
35	Lovely Rachelle H. Gutierrez
36	Adelene B. Galit
37	Patricia Rossellini B. Guinto
38	Xander Keith De Silva
39	Ejay A. Lintag
40	Ranell DG. Gatdula
41	Armando B. Eugenio Jr.
42	Art S. Feria
43	Ronaldo R. Andaya
44	Ariel Mangabat
45	Melanie Crisolo
46	Melvin S. Asidera
47	Alvin P. Reyes
48	Raymond Ocampo
49	Danica M. Juanerio
50	Arvin Jay F. Asidera
51	Renante Bederio
52	John Louise R. Olmo
CASHIER SERVICES	
53	Rosalie Joy G. Trinidad
55	May Charlotte G. Pantaleon
55	Luzviminda A. Canasa
56	Kevin Visda
SUPPLY SERVICES	
57	Ethel Joyce T. Bartolome



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

58	Aila Joja B. Consolacion
59	James Paul Gatdula
60	Mary Marlaine V. Rodriguez
61	Marlon B. San Diego
RECORDS SERVICES	
62	Lorena L. Inlong
63	Sarah Grace Dela Rosa
64	Vicente Llaneta
65	Rico D. Calma
FINANCE SERVICES	
66	Myra V. Dilig
67	Sarah Joy M. Sioson
68	Ahlene Kaye M. Matilde
69	Kimberly Manuel
70	Marvie Santos
71	Jullie Anne E. Dela Rosa
72	Maria Janine O. Taule
73	Mariel C. Cabutaje
74	Mylene R. Alcantara
75	Rochelle Vi C. Langaman
76	Renato Mylon N. De Guia
77	Paul John D. Dimla
78	Diana Rose C. Bautista
79	Erwin C. Cabana
80	Kristine Pagdanganan
81	Sheryl Ann B. Jaime
82	Jhoanna Ederlyn O. Sy
83	Moonyna G. Alipio
84	Mary Joy L. Quintero
85	Berna Lisa O. Dagon
BUDGET SERVICES	
86	Rhodora C. Ganzon
87	Krizza Marie S. Lopez
88	Maria Fe P. Martonito



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

89	Louise Anne Samonte
90	Christer Daves N. Salvador
91	Dina C. Forbes
CURRICULUM IMPLEMENTATION DIVISION	
92	Milagros M. Peñafior
93	Mila C. Calma
94	Jacqueline C. Tuazon
95	Robert Pantig
96	Romeo M. Layug
97	Maria Teresa C. Perez
98	Evelyn V. Mendoza
99	Danilo C. Caysido
100	Edwin R. Bermillo
101	Jean A. Lintag
102	Bernadette D. Bantigue
103	Jeric C. Lopez
104	Jho Andrea L. Macalinao
105	Marissa G. Castel
106	Mary Ann C. Roxas
PSDS	
107	Ronie S. Mendoza
108	Jonathan B. De Guzman
109	Ruel D. Lingad
110	Mariel M. Labandilo
111	Elma P. Dizon
112	Francisco B. Bautista
113	Rodger R. De Padua
114	Minerva P. Rillo
115	Jeolfa G. Reyes
116	Teresita R. Ordiales
117	Arlene S. Carlos
118	Elvira MIna
LEARNING RESOURCES (LR) MANAGEMENT	
119	Edgar E. Garcia



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

120	Rosita P. Serrano
121	Joan T. Briz
122	Jerico P. Usi
SCHOOL GOVERNANCE & OPERATION DIVISION	
123	Ramon C. Perez
124	Mar-Elen Fe G. Reñosa
125	Judylyn T. Gatdula
126	Edwina A. Cailang
127	Rojomel Idquival
128	Nico Mangaliman
129	Hermie G. Duran
130	Francez Paulene C. Tabije
131	Alma R. Garcia
132	Jessalyn Anne M. Linsangan
133	Raymond Joseph V. Mendoza
134	Misty B. Dela Cruz
135	Perlie Ann R. Torres
136	Jethro M. Nocom
137	Mariel E. Nuguid
138	Jacqueline P. Rivera
EDUCATION FACILITIES	
139	Johndale B. Yuzon
140	Gerald A. Lingad
141	Maria Amieleen DJ. Gabaya
142	Randy R. Salandanan
SCHOOL HEALTH AND NUTRITION	
143	Roberto B. Luneta
144	Jennifer M. Alip
145	Richelda Lucas
146	Maria Lourdes Gabaya
147	Emily P. Cantillano
148	Michelle B. Villaflores
149	Bernadette A. Compañero
150	Nona R. Mayoralgo



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

151	Catherine D. Reyes
152	Rowena S. Vanadero
153	Irene A. Velasco
154	Lalaine M. Navata
155	Leslie De Jesus
156	Larah May Dela Rosa
157	Nerissa Valenzuela
158	Maria Lourdes M. Cruz
159	Joseph Sandy Santiago
160	Marites C. Sinio
161	Johnny J. Santos
162	Marlon Ramos
163	Ma. Arnie Reyes
164	Mary Ann R. De Guzman
165	Annie Serrano
166	Rina D. Esconde
167	Allen Fe L. Garcia
168	Michelle Calma
169	Katrina Lacson
170	Girlye Llorca
171	Bernadette Halili
172	Monette Gatdula
173	Darlene T. Teodoro
174	Rea Fatima D. Chico
175	Sherly Dimple V. Casupanan
176	Princess P. Sotto
177	Beverly B. Reyes
178	Angelica V. Pantaleon
179	Veronica L. Hacıñas
180	Wilfredo Santos
AUDITOR OFFICE	
181	Maricel Yap Sobreviñas
182	Louie Arth Reyes
183	Edna D. Tolentino
184	Rosemarie Sario



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

185	Irish Joy Dongon
186	Maky Czarina Q. Carreon
187	Nomolos C. Enriquez
188	Kevin Patrick Llaguno
189	Pauline Dimacali
FINANCE SERVICES (ADDTL)	
190	Maritess A. Sanchez



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CSC PRIME-HRM BRONZE AWARD
CSC Resolution No. 2001100



PHILIPPINE QUALITY AWARD
COMMITMENT TO
QUALITY MANAGEMENT (LEVEL II)
2022



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SCHOOLS DIVISION OFFICE OF BATAAN

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Program of Activities
Day 1

ACTIVITY MATRIX

Time	Activity	In-Charge
8:30-9:00	Registration	TWG
9:00 – 9:30	Opening Program	
9:30– 11:00	Introduction to Quality Management System (QMS) and Role of QMR and QMS Focal	Dr. Armando C. Capili, EdD, CESO V, Assistant Schools Division Superintendent
11:00-12:00	Operations Manual and PAWIM	Francez Paulene C. Tabije, EPS II-SMME
12:00 – 1:00	Lunch	
1:00 – 2:00	Planning Documents	Perlie Ann R. Torres-Samonte, Planning Officer III
2:00 – 2:15	Health Break	
2:15-3:00	Integrated Operations Manual	Abraham S. Tria, ADAS III
3:00 – 5:00	Workshop	All Units at Breakout Area

Day 2

Time	Activity	In-Charge
8:00-8:30	Preliminaries	AVP
8:30-12:00	Presentation of Output and Accomplishment Report of Functional Units	All Units
12:00-1:00	Lunch	
1:00-5:00	Home sweet home	All Units