



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

JUN 16 2025

DIVISION MEMORANDUM

No. 243, s. 2025

SDO BATAAN Gender and Development (GAD) Training 2025
[Creating Inclusive Workspaces: A Gender and Development (GAD)
Training for Enhanced Team Dynamics]

To: Assistant Schools Division Superintendent
Chiefs of Division, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Division Unit Heads
All Division Office Personnel
All Others Concerned

1. This Office announces the conduct of the **SDO BATAAN GENDER AND DEVELOPMENT (GAD) TRAINING 2025** [Creating Inclusive Workspaces: A gender and Development (GAD) Training for Enhanced Team Dynamics] scheduled on **June 19-20, 2025** at Segara Hotels, Subic Bay, Olongapo City, Zambales.
2. This activity aims to:
 - a. To promote wholesome work environment and healthy work relations;
 - b. To improve performance of employees; and
 - c. Build and enhance team work.
3. Enclosed to the memorandum are the following:
Enclosure 1: List of Participants
Enclosure 2: Training Matrix
4. Travel expenses relevant to the conduct of this activity shall be charged against Division MOOE, and other local funds subject to usual accounting and auditing procedures.



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

5. This Office will maintain a skeletal staffing arrangement to receive submitted documents on the stated date.
6. This Memorandum shall serve as the Travel Authority of the participants.
7. Immediate dissemination of this Memorandum is enjoined.

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

References: As stated

Encls.: As stated

To be indicated in the Perpetual Index

under the following subjects: Trainings and Seminar

SO11/mbdc

06/16/2025



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

LIST OF PARTICIPANTS:

NO	NAME	POSITION
1	VIOLETA, CAROLINA S	SCHOOLS DIVISION SUPERINTENDENT
2	DE GUZMAN, CHARITO G	ADM ASSISTANT III
3	MORCILLA, ADELYN R	ADMINISTRATIVE AIDE I
4	BERGONIA, DENNIS A	UTILITY WORKER I
5	CAPILI, ARMANDO C	ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
6	OLIVERIA, ARLENE G	ADMIN AIDE VI
7	DILIG-CARANDANG, HAZEL G	ATTORNEY III
8	ALBORO, RICHARD	ITO I
9	GACUTAN, ANTHONY GLENN F	ADM ASSISTANT III
10	SOBREVINAS, MARK ANTHONY M.	ADMIN AIDE IV
11	MANALANSAN, NICKO	ADMIN AIDE IV
12	GARCIA, JESS C	ADM ASSISTANT II
13	IGNACIO, PILAR C	ADM OFFICER V
14	MANUEL, MA. LIZA A.	ADMINISTRATIVE OFFICER IV
15	MARIANO, DONABEL I	ADM ASSISTANT III
16	QUIROZ, CELIA B	ADM ASSISTANT III
17	CONSTANTINO, MARIA PATRICIA R	ADM ASSISTANT III
18	PENA, CELINA M	ADM ASSISTANT III
19	RODRIGUEZ, MAE ANN O	ADM ASSISTANT II
20	QUICHO, ANDREA FAYE Q.	ADM ASSISTANT II
21	PANTALEON, MAY CHARLOTTE G	ADMIN AIDE VI
22	CALDERON, SYNDER H.	ADMIN AIDE IV
23	PIZARRO, JOSEPHINE C.	ADMIN AIDE I
24	OROZCO, KIMBERLY SHEEN D	ADMIN AIDE I
25	FLORES, MARLON R	ADMIN AIDE VI
26	GUTIEREZ, JOSEPHINE	ADMIN AIDE I
27	CARLOS, MERLISA O	ADMIN AIDE I
28	VISCAYNO, NERISSA D.	ADMIN AIDE I
29	SUAREZ, ANNALIZA	ADMIN AIDE I
30	GUTIERREZ, LOVELY RACHELLE H.	CLERK
31	GALIT, ADELENE B	ADMIN AIDE IV
32	GUINTO, PATRICIA ROSSELLINNI B	ADMIN AIDE IV
33	DE SILVA, XANDREA KEITH	CLERK
34	LINTAG, EJAY A	ADMIN AIDE IV
35	OLMO, JOHN LOUISE	ADMIN AIDE VI
36	DE GUIA, ALEXANDER D	CLERK
37	CRISOLO, JERYMIE D.	CLERK



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

38	GATDULA, RANELL DG	ADMIN AIDE IV
39	EUGENIO, ARMANDO JR B	DRIVER I
40	FERIA, ART S	DRIVER I
41	ANDAYA, RONALDO R	ADMIN AIDE I
42	MANGABAT, ARIEL	ADMIN AIDE I
43	CRISOLO, MELANIE	ADMIN AIDE I
44	ASIDERA, MELVIN S	SECURITY GUARD I
45	ROXAS, MA. THERESA	CLERK
46	REYES, ALVIN P	SECURITY GUARD I
47	OCAMPO, RAYMOND	GUARD
48	ASIDERA, ARVIN JAY F	ADA I
49	BEDERIO, RENANTE	GUARD
50	TRINIDAD, ROSALIE JOY G.	ADMINISTRATIVE OFFICER IV
51	CANASA, LUZVIMINDA A	ADMIN AIDE VI
52	VISDA, KEVIN	CLERK
53	BARTOLOME, ETHEL JOYCE T.	ADMINISTRATIVE OFFICER IV
54	CONSOLACION, AILA JOJA B.	ADMIN AIDE VI
55	GATDULA, JAMES PAUL	ADMIN AIDE I
56	RODRIGUEZ, MARY MARLAINE V.	ADMIN AIDE IV
57	SAN DIEGO, MARLON B.	ADM ASSISTANT II
58	INLONG, LORENA L.	ADMINISTRATIVE OFFICER IV
59	FIRAZA, GARY A	ADM ASSISTANT II
60	DELA ROSA, SARAH GRACE D	ADMIN AIDE VI
61	VICENTE, LLANETA	ADMIN AIDE I
62	MEDINA, RALPH LAWRENCE C	CLERK
63	DILIG, MYRA V	ACCOUNTANT III
64	SIOSON, SARAH JOY M	ADMIN AIDE IV
65	MATILDE, AHLENE KAYE M	ADM ASSISTANT III
66	MANUEL, KIMBERLY	ADMIN AIDE IV
67	SANTOS, MARVIE	ADM ASSISTANT III
68	DELA ROSA, JULLI ANNE E	ADM ASSISTANT II
69	TAULE, MA. JANINE	ADM ASSISTANT II
70	CABUTAJE, MARIEL C	ADMIN AIDE IV
71	ALCANTARA, MYLENE R	ADM ASSISTANT III
72	LANGAMAN, ROCHELLE VI C	ADM ASSISTANT III
73	DIMLA, PAUL JOHN D.	ADM ASSISTANT III
74	BAUTISTA, DIANA ROSE C.	ADM ASSISTANT III
75	DELA ROSA, PAMELA D.	ADM ASSISTANT III
76	CABANA, ERWIN C	ADM ASSISTANT II
77	PAGDANGANAN, KRISTINE	ADM ASSISTANT III



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

78	JAIME, SHERYL ANN B	ADMIN AIDE IV
79	ALIPIO, MOONYNA G	ADM ASSISTANT III
80	QUINTERO, MARY JOY L	ADM ASSISTANT III
81	SANCHEZ, MARITESS	ADM ASSISTANT III
82	GANZON, RHODORA C	ADMINISTRATIVE OFFICER V/ BUDGET OFFICER
83	LOPEZ, KRIZZA MARIE S	ADM ASSISTANT III
84	SAMONTE, LOUISE ANNE	ADM ASSISTANT III
85	SALVADOR, CHRISTER DAVES N	ADM ASSISTANT I
86	FORBES, DINA C	ADMIN AIDE IV
87	BALOR, LAARNI O	CLERK
88	PENAFLO, MILAGROS M	CHIEF EDUC SUPERVISOR
89	LAYUG, ROMEO M	EDUCATION PROGRAM SUPERVISOR
90	TUAZON, JACQUELINE C	EDUCATION PROGRAM SUPERVISOR
91	CALMA, MILA D	EDUCATION PROGRAM SUPERVISOR
92	PEREZ, MARIA TERESA C	EDUCATION PROGRAM SUPERVISOR
93	MENDOZA, EVELYN V	EDUCATION PROGRAM SUPERVISOR
94	BANTIGUE, BERNADETTE D	EDUCATION PROGRAM SPECIALIST II
95	CAYSIDO, DANILO C	EDUCATION PROGRAM SUPERVISOR
96	LINTAG, JEAN A	EDUCATION PROGRAM SUPERVISOR
97	BERMILLO, EDWIN R	EDUCATION PROGRAM SUPERVISOR
98	PANTIG, ROBERTO R	EDUCATION PROGRAM SUPERVISOR
99	LOPEZ, JERIC C	EDUCATION PROGRAM SPECIALIST II
100	CASTEL, MARISSA G	ADMINISTRATIVE AIDE I
101	ROXAS, MARY ANN C	ADMIN AIDE IV
102	MACALINAO, JHO ANDREA HIL L	ADMIN AIDE VI
103	MENDOZA, RONIE S	PUBLIC SCHOOLS DISTRICT SUPERVISOR
104	CARLOS, ARLENE S	PUBLIC SCHOOLS DISTRICT SUPERVISOR
105	DIZON, ELMA P	PUBLIC SCHOOLS DISTRICT SUPERVISOR
106	BAUTISTA, FRANCISCO B	PUBLIC SCHOOLS DISTRICT SUPERVISOR
107	DE PADUA, RODGER R	PUBLIC SCHOOLS DISTRICT SUPERVISOR
108	RILLO, MINERVA P	PUBLIC SCHOOLS DISTRICT SUPERVISOR
109	REYES, JEOLFA G	PUBLIC SCHOOLS DISTRICT SUPERVISOR
110	LINGAD, RUEL D	PUBLIC SCHOOLS DISTRICT SUPERVISOR
111	ORDIALES, TERESITA R	PUBLIC SCHOOLS DISTRICT SUPERVISOR
112	DE GUZMAN, JONATHAN B	PUBLIC SCHOOLS DISTRICT SUPERVISOR
113	LABANDILO, MARIEL M	PUBLIC SCHOOLS DISTRICT SUPERVISOR
114	MINA, ELVIRA	PUBLIC SCHOOLS DISTRICT SUPERVISOR
115	GARCIA, EDGAR E	EDUCATION PROGRAM SUPERVISOR
116	SERRANO, ROSITA P	LIBRARIAN II
117	USI, JERICO P	ADMIN AIDE IV



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

118	PEREZ, RAMON C	CHIEF EDUCATION SUPERVISOR
119	REÑOSA, MAR-ELEN FE G	EDUCATION PROGRAM SUPERVISOR
120	LINSANGAN, JESSALYN ANNE M	SENIOR EDUCATION PROGRAM SPECIALIST
121	DURAN, HERMIE G	SENIOR EDUCATION PROGRAM SPECIALIST
122	NOCOM, JETHRO M	SENIOR EDUCATION PROGRAM SPECIALIST
123	IDQUIVAL, ROJOMEL	PROJECT DEVELOPMENT OFFICER I
124	RENATO MYLON N. DE GUIA	PROJECT DEVELOPMENT OFFICER I
125	MENDOZA, RAYMOND JOSEPH V	SENIOR EDUCATION PROGRAM SPECIALIST
126	MANGALIMAN, NICO M	PLANNING OFFICER III
127	LIKWONG, FRANCEZ PAULENE T	EDUCATION PROGRAM SPECIALIST II
128	DELA CRUZ, MISTY B	EDUCATION PROGRAM SPECIALIST II
129	GALLARDO, EVANGELINE D	EDUCATION PROGRAM SPECIALIST II
130	RIVERA, JACQUELINE P	ADMINISTRATIVE AIDE I
131	CAILANG, EDWINA A	ADMINISTRATIVE AIDE I
132	GATDULA, JUDYLYN T	ADMIN AIDE IV
133	NUGUID, MARIEL E	ADMIN AIDE III
134	GALLARDO, MARIANNE C.	TECHNICAL ASSISTANT I
135	GRAGASIN, MERCK BRYAN	ENGINEER III
136	YUZON, JOHNDAL B	ENGINEER I
137	LINGAD, GERALD A	PROJECT DEVELOPMENT OFFICER II
138	GABAYA, MARIA AMIELEEN DJ	ENGINEER
139	MALICDEM, ROY VINCENT A.	CLERK
140	LUNETA, ROBERTO B.	MEDICAL OFFICER II
141	ALIP, JENNIFER M.	DENTIST II
142	LUCAS, RICHELDA	DENTIST II
143	GABAYA, MARIA LOURDES	NURSE II
144	CANTILLANO, EMILY P.	NURSE II
145	MAYORALGO, NONA R.	NURSE II
146	VANADERO, ROWENA S.	NURSE II
147	VELASCO, IRENE A.	NURSE II
148	NAVATA, LALAIN M.	NURSE II
149	DE JESUS, LESLIE L.	NURSE II
150	VILLAFLORES, MICHELLE B.	NURSE II
151	DELA ROSA, LARAH MAY	NURSE II
152	VALENZUELA, NERISSA	NURSE II
153	CRUZ, MARIA LOURDES M	NURSE II
154	SINIO, MARITES C	DENTAL AIDE



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

155	SANTOS, JOHNNY J	DENTAL AIDE
156	RAMOS, MARLON	ADMIN AIDE I
157	REYES, MA. ARNIE	SHN
158	SERRANO, ANNIE	SHN
159	CALMA, MICHELLE	SHN
160	LACSON, KATRINA	SHN
161	GATDULA, MONETTE	SHN
162	CHICO, REA FATIMA D	SHN
163	SOTTO, PRINCESS P	SHN
164	REYES, BEVERLY B	SHN
165	PANTALEON, ANGELICA V	SHN
166	SANTOS, WILFREDO D	ADMIN AIDE I
167	AGUANTA, MARLENE JOY	SHN
168	LAPID, SCARLET R	SHN
169	TUAZON, JUAN RAFAEL ALBERTO Q	SHN
170	GUZMAN, MARGARITTE NICOLE B.	SHN
171	SOBREVIÑAS, MARICEL Y	STATE AUDITOR IV
172	REYES, LOUIE ARTH	STATE AUDITOR I
173	TOLENTINO, EDNA D	ADMIN AIDE I
174	SARIO, ROSEMARIE	ADMIN AIDE IV
175	DONGON, IRISH JOY	CLERK
176	CARREON, MAKY CZARINA Q	CLERK
177	ENRIQUEZ, NOMOLOS C	ADMIN AIDE IV
178	LLAGUNO, KEVIN PATRICK	ADMIN AIDE III
179	DIMACALI, PAULINE	CLERK
180	DE LEON, JOH BENEDICT	CLERK



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

Enclosure No. 2 to the Division Memorandum No. _____, s. 2025

SDO BATAAN Gender and Development (GAD) Training 2025
 [Creating Inclusive Workspaces: A Gender and Development (GAD) Training for Enhanced Team Dynamics]
 June 19-20, 2025

Time	Day 1-June 19, 2025	Day 2-June 20, 2025	
8:00 AM-8:30 AM	Registration	Management of Learning Makabayan Song Prayer	
8:30 - 9:00 AM	Opening Program Preliminaries		
9:00 -10:00 AM	Session 1: "Gender Equality in the Workplace" Speaker: JETHRO M. NOCOM SEPS	Session 3: Gender and Development (GAD) Training for Enhanced Team Dynamics Speaker: JEAN A. LINTAG EPS	With Games and Break-out Activities
10:00 AM -10:15 AM	Snacks	Snacks	
10:15 AM-12:00NN.	Continuation of Training. Speaker: JETHRO M. NOCOM SEPS	Continuation of Training Gender and Development (GAD) Training for Enhanced Team Dynamics Speaker: ROBERTO A. PANTIG, PhD EPS	With Games and Break-out Activities
12:00 NN – 1:00 PM	LUNCH		
1:00 PM - 2:30 PM	Continuation of Training Session 2: "Workplace Dress code and Gender Expressions" Speaker: FRANCEZ PAULENE T. LIKWONG EPS II	Continuation of Training GAD Related Activities	
2:30 PM – 3:00 PM	Snacks		
3:00-5:00	Training Break-out sessions	Take away Commitment Setting Closing Program	
5:30 PM – 7:00 PM	DINNER		
7:30 PM – 9:00 PM	PRESENTATION of OUTPUTS		
EMCEE		WILFREDO D. SANTOS SHN.	