



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

Advisory No. 244, s. 2026
August 10, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001, but only for the
information of DepEd officials, personnel/staff, as well as the concerned public.
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**FACE-TO-FACE REFRESHER TRAINING FOR PROVINCIAL
SCHOOL BOARD (PSB) JOB ORDER PERSONNEL**

This Office informs all concerned that the Provincial Government of Bataan (PGB) through the Bataeño Pass Team will conduct a Face-to-Face Refresher Training for Provincial School Board (PSB) Job Order Personnel in preparation for the implementation of Phase I of the Bataeño Pass School System: Student Registration. The activity will be held on **August 11, 2026, at 1:00 PM** at the **Kagitingan Hall, Section C, Ground Floor, Bataan Tourism Pavilion, Roman Superhighway, Balanga City, Bataan.**

Attached is the letter from the Provincial Government of Bataan, together with the list of participants, for the information, guidance, and appropriate action of all concerned.

This Advisory shall serve as the Travel Authority for the concerned Provincial School Board (PSB) Job Order Personnel attending the activity


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

IT1/rma
August 10, 2026



August 10, 2026

DR. CAROLINA S. VIOLETA, EdD, CESO V

Schools Division Superintendent
Schools Division Office of Bataan
Balanga City, Bataan

Subject: REQUEST FOR DIVISION MEMORANDUM FOR THE FACE-TO-FACE REFRESHER TRAINING OF PROVINCIAL SCHOOL BOARD JOB ORDER PERSONNEL

Dear Dr. Violeta:

Greetings from the Provincial Government of Bataan!

In line with the ongoing implementation of the **Bataño Pass School System – Phase I: Student Registration**, the Provincial Government of Bataan, through the Bataño Pass Unit, respectfully requests the issuance of a **Division Memorandum** to facilitate the participation of the concerned **Provincial School Board (PSB) Job Order Personnel** in a face-to-face refresher training.

An online orientation and training was previously conducted on **July 27, 2026** to introduce the school implementation and the roles and responsibilities of the concerned registration personnel. However, in preparation for the actual rollout, a face-to-face session is deemed necessary to provide the personnel with hands-on guidance, particularly on **user account access to the Bataño Pass System and the actual registration procedures and operational requirements**.

The proposed face-to-face training is scheduled on **August 11, 2026 (Tuesday) at 1:00 PM**, at the **Kagitingan Hall, Section C, Ground Floor, Bataan Tourism Pavilion, Roman Superhighway, Balanga City, Bataan**.

In consideration of the revised deployment schedule and the cancellation or suspension of scheduled school registration activities, we respectfully **request that PSB Job Order Personnel whose deployment will not proceed on August 11, 2026**, including those affected by cancellations or suspensions, **be allowed to attend the face-to-face refresher training**. The applicable deployment schedule shall be based on **DepEd Schools Division Office of Bataan Advisory No. 243, s. 2026** and subsequent schedule adjustments issued by the Schools Division Office.

Further, should the scheduled training be affected by **inclement weather or other unforeseen circumstances**, we respectfully request that the activity be moved to the **next available working day**, with the same Division Memorandum remaining applicable, so as to avoid the need for the issuance of a new memorandum.

We believe that this face-to-face preparation will help ensure that the concerned registration personnel are adequately equipped and ready to participate in the scheduled implementation activities. This is also consistent with the approved implementation guidelines, which provide for registration training, system orientation, equipment preparation, and deployment planning prior to and during the rollout.

We sincerely appreciate the continued support and cooperation of the Schools Division Office of Bataan in ensuring the smooth and coordinated implementation of the Bataño Pass School System.

Thank you very much.

Respectfully,

WILL ANN M. GARCIA

Acting Provincial Population Officer
Chairperson, Bataño Pass

Agency: DepEd Bataan
Cluster(1): J.O. Non-Teaching
Renewal

	NAME	DESIGNATION	SCHOOL
1	Agustin, Ladle S.	Clerk	Morong District
2	Alarcon, John Allen B.	Clerk	Bataan School of Fisheries
3	Amodia, Maricel B.	Clerk	Bangkal Resettlement ES
4	Angeles, Christian Paul M.	Clerk	Orani NHS-Parang-Parang
5	Aquino, Kaycee G.	Clerk	B. Camacho NHS
6	Areja, Allysa Mae O.	Clerk	Saysain ES
7	Balor, Laarni O	Clerk	Abucay North ES
8	Baluyot, Jonathan G.	Clerk	B. Camacho NHS(SHS)
9	Baylon, Rose B.	Clerk	Bagac ES
10	Bibon, Alliesa Mae M.	Clerk	Binukawan ES
11	Bonus, Janice J.	Clerk	Arellano ES
12	Brun, Mark N.	Clerk	Bagac District
13	Buenaventura, Jennifer Ruth S.	Clerk	Orani NES
14	Buluran, Andrea M.	Clerk	B. Camacho NHS
15	Capistrano, Caren Joy M.	Clerk	Legua IS
16	Castro, Sheila Joy P.	Clerk	Pandatung ES
17	Catitir, Irene C.	Clerk	Samal District
18	Cayabyab, Rosario B.	Clerk	Townsite ES
19	Co, Suzanne T.	Clerk	Orani NES
20	Corcuera, Reggie C.	Clerk	BPSTE A
21	Corpuz, Chezka Mitzie R.	Clerk	Samal NHS-SHS
22	Crisolo, Jerymie D.	Clerk	Bangal ES
23	Cunanan, Jinel B.	Clerk	Pilar ES
24	Dalde, Alijah Louise D.	Clerk	Dr. Victoria B. Roman HS
25	De Castro, Ma. Lourdes L.	Clerk	Samal District
26	De Guia, Alexander D	Clerk	P. Rubiano ES
27	De Guzman, Charmaine Faye G.	Clerk	Abucay HS
28	De Guzman, Mary Ann R.	Clerk	SDO Bataan
29	Dilig, Jennylyn Consolacion T.	Clerk	Bagac District
30	Ducot, Angelica P.	Clerk	Mariveles NHS(Cabcaben)
31	Flores, Lourdes P.	Clerk	Paysawan ES
33	Gorospe, Mark Christian B.	Clerk	Mambog ES
34	Indaya, Rona L.	Clerk	Panibatuhan ES
35	Javierto, Angelina Q.	Clerk	Bagac HS
37	Lamon, Allan O.	Clerk	Samal NHS
38	Langaman, Andrea D.	Clerk	CSC
39	Liwanag, Marvin F.	Clerk	Pastolan Es
40	Macaliniao, Raycar H.	Clerk	Samal District
41	Manahan, Jeric V.	Clerk	Pulo IS - Orani
42	Manalili, Juni Mae V.	Clerk	B. Camacho HS
43	Manlapid, Aldrin B.	Clerk	JEAG
44	Murciano, Tristan John S.	Clerk	Magsaysay NHS
45	Navarro, Feliza I.	Clerk	Orani District
46	Nuguid, Aira Joy Y.	Clerk	BPSTE A
47	Nuguid, Maria Contessa P.	Clerk	Mandama ES
48	Nunez, Aida P.	Clerk	MNHS -Sitio Mabuhay
49	Olea, Glorey F.	Clerk	Talimundoc ES
50	Paguio, Jenela Jovail A.	Clerk	Pilar ES
51	Palomares, Bianca Patricia P.	Clerk	Tala IS
52	Parayno, Doreen Eileen T.	Clerk	JEAG
53	Puno, Reina Nicole A.	Clerk	FAMES
54	Punzalan, Vilma E.	Clerk	Orani NHS
55	Quiroz, Juliana N.	Clerk	Bagac ES
56	Reyes, Angelina R.	Clerk	BHSA
57	Reyes, Mary Jane M.	Clerk	Sta. Lucia HS
58	Rivera, Denise	Clerk	Orani District
59	Ross, Dimple L.	Clerk	E.C. Bernabe
60	Salazar, Sophia S.	Clerk	BPSTE A
61	Sambat, Karen G.	Clerk	BSF
62	Samson, Evelyn V.	Clerk	Samal NHS
63	Sangalang, Ruth Anne C.	Clerk	Dinalupihan ES
64	Sarabia, Marie Grace D.	Clerk	Luakan NHS
65	Sarno, Francies Ann A.	Clerk	Orani NHS-Main
66	Sicat, Darlyn Faye B.	Clerk	Paraiso ES
67	Tala, Jwell Eunice S.	Clerk	Dinalupihan East
68	Tapang, Jonalyn	Clerk	Capunitan ES
69	Tongco, Juanita C.	Clerk	Orani District
70	Valdez, Sheila Mae L.	Clerk	Hacienda IS
71	Viola, Twinkle C.	Clerk	Orani NHS Parang Annex
72	Visda, Kevin Christopher T.	Clerk	Panilao ES
73	Yumol, John Dave B.	Clerk	Abucay NHS

Agency: DepEd Bataan (Batch 2)
Cluster (2): J.O. Non-Teaching (Adm. Assistant II)

RENEWAL

	NAME	DESIGNATION	SCHOOL
1	Agtunong, Unselma T	Administrative Assistant	Kanawan IS
2	Aguinaldo, Elias S.	Administrative Assistant	Payangan IS
3	Agustin, Clara Francesca D.	Administrative Assistant	Panilao ES
4	Alcovendas, Ace L.	Administrative Assistant	Mariveles NHS-Alion
5	Anuran, Faith F	Administrative Assistant	Bamban ES
6	Arceo, Rica S	Administrative Assistant	Dr. Victoria MHS
7	Azupardo, Pholmar F	Administrative Assistant	Mariveles NHS-Alasasin
8	Balagtas, Arvie Jane	Administrative Assistant	Pag-asa ES (Dinalupihan)
9	Bantay, Arlene S	Administrative Assistant	Pulo IS
10	Briones, Alyssa Marie O.	Administrative Assistant	Pinulot ES
11	Carreon, Margie A.	Administrative Assistant	Bangkal Resettlement ES
12	Cunanan, Joel D	Administrative Assistant	Pentor ES
13	De Lara, Elvie P	Administrative Assistant	Mabiga ES
14	Dela Cruz, Roldan D.	Administrative Assistant	Bangkal IS
15	Dimayuga, Christian Paul	Administrative Assistant	Happy Valley ES
16	Evangelista, Anjie Rose D.	Administrative Assistant	Pinagsumilan ES
17	Gesmundo, Lucky M	Administrative Assistant	Dalao ES
18	Gonzales, Jean M	Administrative Assistant	Saysain HS
19	Habacs, Almira B	Administrative Assistant	Saysain ES
20	Hachero, Maria Fe I.	Administrative Assistant	Mabayo NHS
21	Iglesia, Yvonne D.	Administrative Assistant	Abucay North ES
22	Kamantigue, Dorisel M.	Administrative Assistant	P. Rubinao ES
23	Lazarte, Manuel B.	Administrative Assistant	Palili IS
24	Llanda, Lampel Louise M.	Administrative Assistant	Samal NHS-Annex
25	Manahan, Regine V	Administrative Assistant	Orani NHS-Main
26	Manalo, Ariel Jr. B.	Administrative Assistant	Tubo-Tubo IS
27	Mendoza, Argel B.	Administrative Assistant	Quinawan IS
28	Nojadera, Jedelyn	Administrative Assistant	Overland ES
29	Pabro, Karille Mae T.	Administrative Assistant	Mariveles NHS-Poblacion
30	Paguio, Ma. Jenin V	Administrative Assistant	Panibatuhan ES
31	Paras, Mark Joseph A	Administrative Assistant	Mariveles NHS-Batangas II
32	Ragudos, Karl M	Administrative Assistant	F.C. Del Rosario IS
33	Reyes, Ma. Laarnie P.	Administrative Assistant	San Ramon ES
34	Rivera, Miguel III P	Administrative Assistant	Maite ES
35	Sibal, Reico M	Administrative Assistant	Sto. Nino ES
36	Simon, Jovielycris A.	Administrative Assistant	Wawa ES
37	Sison, Mico C.	Administrative Assistant	Maligaya ES
38	Sucaldito, Rayssa Mae J.	Administrative Assistant	Saba IS
39	Tala, Neil Gianne	Administrative Assistant	J.C Payumo MHS
40	Valenzuela, Chriss John C.	Administrative Assistant	Udyong HS
41	Villaruel, Francis L.	Administrative Assistant	Samal NHS-Annex
42	Villegas, Dianne Marie	Administrative Assistant	Sumalo IS
43	Yumang, Cristina Elena S	Administrative Assistant	Hermosa NHS-Annex