

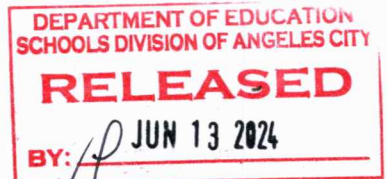


Republic of the Philippines

Department of Education

REGION III

SCHOOLS DIVISION OFFICE OF ANGELES CITY



13 June 2024

DIVISION MEMORANDUM

No. 230, s. 2024

DIVISION SEMINAR ON LEVERAGING COMPLETE STAFF WORK FOR TEAM EFFICIENCY AND EFFECTIVENESS FOR DIVISION PERSONNEL

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Please be informed of the Division Seminar on Leveraging Complete Staff Work for Team Efficiency and Effectiveness for Division Personnel on **June 19-21, 2024** at Villa Dela Merced Resort, Brgy. Gabaldon, Nueva Ecija.
Assembly Time 5:00 a.m. to 5:30 a.m. at Division Office
Departure Time: 5:30 a.m.
2. The objectives of the activity are:
 - 2.1 to define complete staff work and its significance in administrative and operational contexts;
 - 2.2 to align staff work and team efforts with the overarching goals of DepEd and MATATAG agenda; and
 - 2.3 to develop skills for prioritizing tasks and managing time effectively to enhance overall productivity in the workplace.
3. The participants are the OSDS, CID and SGOD personnel grouped into six (6) teams (See attached enclosure).
4. The participants are requested to follow the attire color codes for Days 1&2:
Day 1 - T-shirts, polo-shirts, or polo per prescribed color of the team
Day 2 - For Male white t-shirts, polo-shirts or polo and white shorts or pants
For Female white dress, polo-shirts or t-shirts and white shorts or pants
5. This memorandum serves as the **Travel Order** of the participants.
6. Immediate and wide dissemination of and strict compliance with this memorandum are earnestly desired.



Jesus St., Brgy. Pulungbulu, Angeles City 2009 (045)
901-9498/angeles.city@deped.gov.ph



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REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY

Engr. EDGARD C. DOMINGO PhD, CESO V
Schools Division Superintendent *ED*

Encl: As stated
To be indicated in the Perpetual Index
under the following subjects:

SEMINAR EMPLOYEES

AGG/SEPS/June 13, 2024 *ED*



Jesus St., Brgy. Pulungbulu, Angeles City [2009 \(045\) 901-9498](tel:20090451)/angeles.city@deped.gov.ph



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Enclosure No. 1 to Division Memorandum No. 230 s. 2024

| GROUP 1 (YELLOW TEAM) | GROUP 2 (GREEN TEAM) | GROUP 3 (BLUE TEAM) | GROUP 4 (RED TEAM) | GROUP 5 (PINK TEAM) | GROUP 6 (VIOLET TEAM) |
|----------------------------------|---------------------------------|--------------------------------|-------------------------------|--------------------------------|----------------------------------|
| 1. Castro, Edhellyn | 1. Gonzales, Raymond | 1. Sampang, Gesille | 1. Omlang, Charlon | 1. Torres, Vanessa Jane | 1. Cayetano, Arfel Anne |
| 2. Sagum, Maria Corazon | 2. Laquindab, Aina | 2. Mendoza, Aveneir | 2. Rivera, Maricon | 2. Calma, Myla | 2. David, Delma Christle |
| 3. Joven, Rian | 3. Montes, Caroline | 3. Ponce, Jefferson | 3. Quilala, Merry Chris | 3. Ruiz, Janet | 3. Canlas, Edna |
| 4. Nunag, Cristine | 4. Panglinan, Katrina | 4. Dela Pena, Kyrahmae | 4. Reyes, John Sell | 4. Tayag, Armin | 4. Gantan, Jason |
| 5. Salunga, Ariel | 5. De Castro, Marian | 5. Batul, Donna Mae | 5. Cabigting, Norma | 5. Ocampo, Jasmin | 5. Castro, Marilou |
| 6. David, Jackielyn | 6. Dungca, Jennyfer | 6. Dacanay, Ramil | 6. Garcia, Arcely | 6. Aquino, Anastacia Nimfa | 6. Gozon, Rigie Anne |
| 7. Manalo, Noli | 7. Ramos, Carmelita | 7. Hernandez, Cesar | 7. Nunag, Diana Ross | 7. David, Rochella | 7. Otchengco, Alberto Jr. |
| 8. Quiambao, Agnes | 8. Clemente, Maria Tara | 8. Salde, Renen | 8. Suarez, Heidie | 8. Malang, Ma. Esperanza | 8. Bautista, Dennis |
| 9. Cabrera, Reynaldo | 9. Garcia, Hilda | 9. Ocampo, Mhicley | 9. David, Jeannieffer | 9. Sevilla, Princess | 9. Estabillo, Walter |
| 10. Figueroa, Josephine | 10. Perez, Ariel | 10. Policarpio, Ramil | 10. Magtoto, Ana Merla | 10. Estrabillo, Gemima | 10. Manabat, Agnes |
| 11. Nunag, Edgardo | 11. Quinto, Leonida | 11. Berana, Aimee | 11. Lagman, Clarisa | 11. Mariano, Ener | 11. Hernandez, Josell |
| 12. David, Elizabeth | 12. Deocareza, Gil | | | | |

