



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Division of Cebu Province

**Office of the Schools Division  
Superintendent**

**November 22, 2021**

DIVISION MEMORANDUM  
No. **498**, s. 2021

**THREE-DAY EXECUTIVE EDUCATION IN LEADERSHIP DEVELOPMENT: A DEPED  
CEBU PROVINCE-INITIATED SCHOOL HEADS DEVELOPMENT PROGRAM 2021  
(BATCH 1)**

To: Assistant Schools Division Superintendents  
Chiefs, CID and SGOD  
Public Schools District Supervisors  
All Others Concerned

1. This Office hereby announces the conduct of the **“Three-day Executive Education in Leadership Development: DepEd Cebu Province-Initiated School Heads Development Program 2021 (Batch 1)”** on November 29-December 1, 2021 at San Remigio Beach Club, San Remigio, Cebu.
2. This in-person/formal face-to-face Learning and Development (L&D) program for selected School Heads, Public Schools District Supervisors and key Division Office personnel aims to provide the target participants with the opportunity to explore a completely different brand of leadership that stresses what someone does, rather than who someone is, and to examine a framework that doesn't focus on those at the top, but rather on those individuals working diligently at the ground level, inspiring change, and producing positive, powerful results.
3. Specifically, the target participants in this L&D program are expected to:
  - a. define what is leadership and leadership development;
  - b. enumerate the elements of team effectiveness;
  - c. acquire necessary hard skills needed for leadership positions;
  - d. familiarize the different techniques in decision making;
  - e. assess one's skills and values from his/her intelligences;
  - f. practice social graces and etiquette; and,
  - g. allow the “giant” within to come out.
4. The participants in this L&D program are the identified School Heads, Public Schools District Supervisors and key Division Office Personnel (see Annex A).
5. This L&D program is on **live-in/stay-in arrangement**. Travel and other incidental expenses of the participants from the District Offices and schools shall be charged against the schools' MOOE/Local Funds. **All participants** are expected to arrive on Day Zero (November 28, 2021) in consideration of the travel time that they need to spend prior to the conduct of the activity.

6. The first meal/snacks will be served at 3:00 PM on Day Zero, and the last meal/snack will be served at 3:30 PM on Day 3 (*packed dinner*). Other expenses incurred during the conduct of the program such as, venue, accommodation, meals and snacks of the participants, speakers/facilitators and members of the Program Management Team (PMT) shall be charged against **HRD funds**, subject to their availability and the usual accounting and auditing rules and regulations.
7. Members of the PMT/Facilitators are directed to be at the venue on Day Zero (November 28, 2021) for the ocular inspection of the venue as well as for the preparation of training materials to be used during the L&D program. Expenses such as, venue, accommodation, afternoon snacks, dinner of the members of the PMT, speakers/facilitators and participants on Day Zero shall be charged against the **HRD funds**, subject to their availability and the usual accounting and auditing rules and regulations.
8. The members of the Program Management Team and other non-teaching personnel participating in this program shall be given Compensatory Time-off (CTO) for the services rendered on November 28, 2021 (Sunday) and November 30, 2021 (Holiday), while the teacher-participants shall be given Service Credits for the services rendered on the same specified dates in accordance with the existing Civil Service Commission (CSC) and/or DepEd issuances.
9. All the identified participants and the members of the PMT must be fully vaccinated and shall be required to present their vaccination cards upon registration. Likewise, they shall be required to undergo the rapid antigen testing before registration. The participants shall strictly observe physical distancing and minimum public health and safety standards at all times during the conduct of the L&D program. The Medical Section (**Attn.: Dr. Asterterrie A. Bernales & Mrs. Namue Dela Torre**) is hereby directed to assign at least four (4) nurses to be at the training venue throughout the entire course of this program.
10. All participants must be at the venue at 2:00PM-5:00PM on Day Zero for the conduct of the rapid antigen test. The same test shall be conducted to the members of the PMT and Resource Speakers/Facilitators. All participants shall no longer be allowed to leave the premises of the venue once tested.
11. This Memorandum serves as Authority to Travel for the participants, speakers/facilitators and the members of the PMT.
12. Immediate dissemination of and compliance with this memorandum are desired.

  
**MARILYN S. ANDALES EdD, CESO V**  
Schools Division Superintendent

MSA/LMD/FCL/AAB/SGOD/VAY/lgm



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## Annex A

## List of Participants from the Division Office (Batch 1)

1	<b>SGOD</b>	DR. VICTOR A. YBAÑEZ	Chief, SGOD
2	<b>CID</b>	DR. MARY ANN P. FLORES	Chief, CID
3	<b>CID</b>	DR. PAMELA RODEMIO	EPSvr
4	<b>CID</b>	MRS. JUVIMAR MONTOLO	EPSvr
5	<b>CID</b>	MRS. JANE GURREA	EPSvr
6	<b>CID</b>	DR. MA. CHONA REDOBLE	EPSvr
7	<b>CID</b>	MRS. ARACELI CABAUG	EPSvr
8	<b>CID</b>	MRS. ROSEMARY OLIVERIO	EPSvr
9	<b>CID</b>	MRS. NENITA JARALVE	EPSvr
10	<b>CID</b>	MR. ISAIASH WAGAS	EPSvr
11	<b>CID</b>	MRS. MARIA ELENA PARAS	EPSvr
12	<b>CID</b>	DR. JOSE GARRY NAPOLES	EPSvr
13	<b>CID</b>	DR. CLAVEL SALINAS	PSDS
14	<b>CID</b>	MR. RAUL JUMAO-AS	PSDS
15	<b>OSDS</b>	Mr. Emmanuel Mendoza	ITO
16	<b>SGOD</b>	Dr. Gerardo S. Mantos	EPSvr
17	<b>SGOD</b>	Dr. Roderic Goles	SEPS M&E
18	<b>SGOD</b>	Mrs. Maria Socorro N. Relacion	SEPS HRD
19	<b>SGOD</b>	Dr. Margarita A. Nierra	SEPS P&R
20	<b>SGOD</b>	Mr. Chaney Gulfan	OIC SEPS SOC.MOB.
21	<b>SGOD</b>	Dr. Norman O. Blanco	EPS II M&E
22	<b>SGOD</b>	Mr. Louie G. Monteroso	EPS II HRD
23	<b>SGOD</b>	Mr. Glynn Deabanico	Asst. to the OIC SEPS SOC.MOB
24	<b>SGOD</b>	MR. MARK ALQUIZOLA	PDO I
25	MINGLANILLA I	Danilo A. Manguilimotan	PSDS
26	MINGLANILLA II	Ivo Adam N. Villordon	PSDS
27	SAN FERNANDO I	Joel B. Umbay	PSDS
28	SAN FERNANDO II	Joel B. Umbay	PSDS
29	SIBONGA	Jenelyn V. Craste	PSDS
30	ALCOY	Willie N. Adonay, Jr.	PSDS
31	ARGAO I	Imelda H. Gealon	PSDS
32	ARGAO II	Imelda H. Gealon	PSDS
33	BOLJOON	Celieta C. Yabo	PSDS
34	DALAGUETE I	Cecilia C. Cartilla	PSDS
35	DALAGUETE II	Eduardo M. Lumayag	PSDS
36	OSLOB	Jose Glenn L. Niere	PSDS
37	SAMBOAN	Romeo V. Mejia	PSDS
38	SANTANDER	Elias A. Concha	PSDS
39	ALOGUINSAN	Mary Bel C. Revilla	PSDS
40	ASTURIAS SOUTH	Christopher C. Piodos	PSDS
41	ASTURIAS NORTH	Joel B. Burag	OIC-PSDS
42	BALAMBAN I	Nenita Jaralve	PSDS
43	BALAMBAN II	Eli D. Carmelotes	PSDS

44	BARILI I	Gladys S. Balagtas	PSDS
45	BARILI II	Clover C. Redula	PSDS
46	PINAMUNGAJAN I	Florencia Labang	PSDS
47	PINAMUNGAJAN II	Catalina L. Avila	PSDS
48	TUBURAN I	Lorna I. Soco	PSDS
49	TUBURAN II	Lorna I. Soco	PSDS
50	BANTAYAN I	Chloe S. Garrucha	Caretaker
51	BANTAYAN II	Annabelle S. Alob	PSDS
52	DAANBANTAYAN I	Virginia Jubiar	PSDS
53	DAANBANTAYAN II	Eva A. Casinillo	PSDS
54	MADRIDEJOS	Victoria D. Santillan	OIC-PSDS
55	MEDELLIN	Nenita B. Abello	Caretaker
56	SAN REMEGIO I	Lani B. Arcilla	PSDS
57	SAN REMEGIO II	Oscar P. Pestaño, Jr.	PSDS
58	SANTA FE	Cleofe V. Papango	PSDS
59	TABOGON	Rowena L. Brian	PSDS
60	TABUELAN	Tony Aplacador	PSDS
61	BORBON	Omega M. Sol	PSDS
62	CARMEN	Glicerio L. Camongay	PSDS
63	CATMON	Jennifer Artiaga/Angeles Bugtai	PSDS
64	COMPOSTELA	Samuel Ponce	PSDS
65	LILOAN	Precilla R. Cacanog	PSDS
66	PILAR	Nilo Alcaraz	Caretaker
67	PORO	Abbie P. Barnes	PSDS
68	SAN FRANCISCO	Edwina M. Campomayor	PSDS
69	SOGOD	Belen T. Pugoy	PSDS
70	TUDELA	Mercidita M. Arquillano	PSDS
71	CONSOLACION 2	Raul A. Jumao-as	PSDS
72	CONSOLACION 1	Remedios Y. Lupo	PSDS
73	CORDOVA	Arnulfo V. Compuesto	PSDS
74	ALCANTARA	Ma. Elizabeth Q. Armamento	PSDS
75	ALEGRIA	Victoriano I. Borla	PSDS
76	BADIAN	Minerva A. Zozobrado	PSDS
77	DUMANJUG I	Eduardo T. Lasala	PSDS
78	DUMANJUG II	Paterno P. Dandan	PSDS
79	GINATILAN	Vicente T. Tolomia	PSDS
80	MALABUYOC	Romeo V. Mejia	PSDS
81	MOALBOAL	Delia Y. Alocillo	PSDS
82	RONDA	Artudio C. Lumapay	PSDS
83	Cerdenia NHS	Fritzie Soronio	School Head
84	Compostela NHS	Luis Arioja	School Head
85	Santa Cruz ES	Christina Alcaraz	School Head
86	Dapdap ES	Josephine Batayola	School Head
87	Cordova CES	Viurina Baguio	School Head
88	Argao NHS	Cresente Piñol	School Head
89	Medellin	Lilibeth Ursal	School Head
90	Medellin	Ronalito Ursal	School Head
91	Alcoy CES	Marites Gonzales	School Head

**Annex B****PROGRAM MANAGEMENT TEAM****“Three-day Executive Education in Leadership Development: DepEd Cebu Province-Initiated School Heads Development Program 2021”**

November 29-December 1, 2021 (Batch 1); December 2-4, 2021 (Batch 2); December 5-7, 2021 (Batch 3); December 8-10, 2021 (Batch 4)  
San Remigio Beach Club, San Remigio, Cebu.

<b>Responsibility</b>	<b>Personnel In-Charge</b>
<b>Over-all Program Manager</b>	<b>Dr. Marilyn S. Andales, CESO V, SDS</b>
<b>Assistant Program Managers</b>	<b>Dr. Lorenzo M. Dizon, CESO VI, ASDS</b>
	<b>Dr. Fay c. Luarez, ASDS</b>
	<b>Dr. Anelito A. Bongcawil, ASDS</b>
<b>Program Coordinator</b>	<b>Dr. Victor A. Ybañez, SGOD Chief</b>
<b>Asst. Program Coordinator</b>	<b>Dr. Gerardo S. Mantos, EPSVR</b>
<b>Training Manager</b>	<b>Mrs. Maria Socorro N. Relacion, SEPS-HRD</b>
<b>Asst. Training Manager</b>	<b>Mr. Louie G. Monteroso, EPS II-HRD</b>
<b>QATAME Associates</b>	<b>Dr. Roderic T. Goles, SEPS M&amp;E</b>
	<b>Dr. Norman O. Blanco, EPS II M&amp;E</b>
<b>Finance Officer</b>	<b>Mrs. Desiree C. Ramos, Accountant III</b>
<b>Logistics/Resource Officer</b>	<b>Mr. Louie G. Monteroso, EPS II-HRD</b>
<b>Welfare/Health Protocol Officer</b>	<b>Mrs. Namue Dela Torre and assigned nurses</b>
<b>Secretariat</b>	<b>Mr. Joseph C. Barulo</b>
<b>Documenter</b>	<b>Mr. Mark J. Alquizola, PDO I</b>
<b>Division Drivers/Support Staff</b>	<b>Mr. Jonel C. Quindao Mr. Rodrigo R. Lerasan Mr. Wilson R. Lerasan Mr. Junrick Laurel</b>

