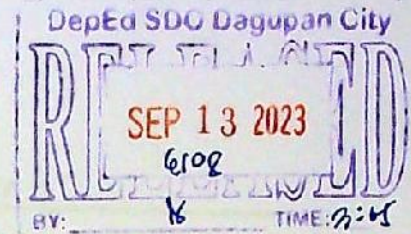




Republic of the Philippines  
**Department of Education**  
REGION I

**SCHOOLS DIVISION OFFICE DAGUPAN CITY**



Office of the Schools Division Superintendent

**Division Memorandum**

No. 376 s. 2023

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public School District Supervisors & Education Program Supervisor  
School Heads  
All Others Concerned

From: THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Date: 13 SEPTEMBER 2023

Subject: **PARTICIPANTS TO THE CONDUCT OF WORKPLACE EFFECTIVENESS FOR ADMINISTRATIVE OFFICER II (PHASE I)**

1. The Department of Education, through the Human Resource and Development Division, shall conduct a blended on-boarding training workshop for all newly-hired Administrative Officers on September 20-22, 2023 via Zoom conference platform with the meeting credentials:

<https://tinyurl.com/Batch3AOIITraining>  
Meeting ID: 935 7675 0820  
Passcode: 381766

2. Identified participants are as follows:

Station	NAME
Mamalingling E/S	Fernandez, Ma. Paz Araos
Lasip Grande E/S	Nabor, Leroy Vidal
Juan P. Guadiz E/S	Caguioa, Allison Benitez
Calmay E/S	Laynes, Efraim John Tomelden
Lomboy E/S	Mencias, Clariena Clarin
Tebeng E/S	Ramos, Rosette Adona
Pogo-Lasip E/S	Sabado, Jose Feliciano Aguado

3. Participants are expected to register via this link:  
<https://tinyurl.com/AOIITrainingRegistration> on or before September 13, 2023.



Address: Burgos St., Poblacion Oeste, Dagupan City  
Telephone: (075) 636-4101  
Website: [depeddagupan.com](http://depeddagupan.com)  
Email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)





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4. The schedule of the face-to-face workshop at the National Educators Academy of the Philippines – Region 1 shall be communicated through another memorandum.
5. Immediate dissemination of this memorandum is desired.

*Rowena C. Banzon*  
**ROWENA C. BANZON, CESO V**  
Schools Division Superintendent *[Signature]*

Reference: RM No. \_\_\_\_\_ s. 2023

Encl.:

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

HRD                      NTP                      ON-BOARDING

HRDS/mvr/dm\_ PARTICIPANTS TO THE CONDUCT OF WORKPLACE EFFECTIVENESS FOR ADMINISTRATIVE OFFICER II (PHASE I)

September 13, 2023



Address: Burgos St., Poblacion Oeste, Dagupan City  
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