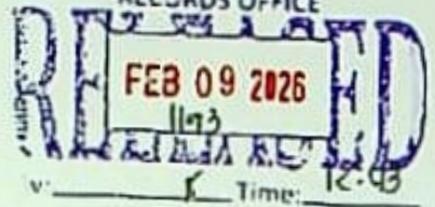




Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
RECORDS OFFICE



Office of the Schools Division  
Superintendent

February 6, 2026

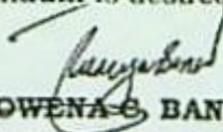
**DIVISION MEMORANDUM**

No. 86, s. 2026

**WORK IMMERSION 101: PRE-IMMERSION SEMINAR-WORKSHOP**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Schools District Supervisors  
School Heads  
Program Management Team  
All others concerned

1. In compliance with DepEd No. 30, s.2017, a conduct of Work Immersion on the Senior High School Students under the different educational strands is required at least 80 hours on hands on experience. Hence, "**Work Immersion 101: Pre-Immersion Seminar-Workshop**" will be held to equip students on the etiquettes, processes and documentary requirements needed in applying for such. This will be on February 20, 2026, from 8:00am to 2:00pm at SDO Dagupan City.
2. AM & PM Snacks, and Lunch will be served.
3. Enclosed are as follows:
  - 3.1 Training Matrix
  - 3.2 List of Participants and Program Management Team
4. For technical assistance, please coordinate with Kristel Gay Raymundo, PDO in-charge of Career Guidance Program.
5. Immediate dissemination of this Memorandum is desired.

  
**ROWENA S. BANZON EdD, CESO V**  
Schools Division Superintendent



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Republic of the Philippines  
**Department of Education**

REGION I  
 SCHOOLS DIVISION OFFICE DAGUPAN CITY

Office of the Schools Division Superintendent  
 Enclosure 3.1

**WORK IMMERSION 101: Pre - Immersion Seminar-Workshop**  
**February 20, 2026**  
 Division Training Center, SDO Dagupan City

PROGRAM MATRIX			
Inclusive Time	Mins	Program	In-charge
<b>ARRIVAL OF PARTICIPANTS</b>			
7:30 am - 8:00 am	30 mins	Arrival and Registration	Facilitator/s
8:00 am to 8:30 am	30 mins	Opening Program <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> <li>• DepEd QPS</li> <li>• <b>Welcome Remarks/</b></li> </ul> <b>Message</b>	AVP  <b>DR. ROWENA C. BANZON, CESO V</b> Schools Division Superintendent
		<ul style="list-style-type: none"> <li>• Introduction of Participants and PMT</li> <li>• Photo Documentation</li> <li>• Pre-Test</li> </ul>	Facilitator/s
8:30 am to 9:30 am	60 mins	Overview of the DepEd Order No. 30, s. 2017 - <i>Guidelines for Work Immersion, and DepEd Order No. 39, s. 2018 - Clarification and Additional Information to DepEd Order No. 30, s. 2017</i>	<b>ALLELI JILL T. BARBERAN</b> Guidance Coordinator III
9:30 am - 9:45 am	15 mins	Health Break	<b>Service Provider</b>
9:45 am to 12:00 pm	135 mins	Discussion and Workshop on the Etiquettes, Processes, and Documentary Requirements on the Work Immersion	<b>ANABELLE S. LAMSEN</b> Teacher III  <b>MARVIE C. FLORES</b> Master Teacher II
12:0 pm to 1:00 pm	60 mins	Health Break	<b>Service Provider</b>
1:00 pm to 2:00 pm	60 mins	Pre-test & Post Test/ End of the day evaluation / Writing Activity / Reflection / Other Reminders / Closing Program	Facilitator/s
<b>Home Sweet Home</b>			



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Republic of the Philippines  
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REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY

Office of the Schools Division Superintendent  
Enclosure 3.2

**WORK IMMERSION 101: Pre - Immersion Seminar-Workshop**  
February 20, 2026  
Division Training Center, SDO Dagupan City

**LIST OF PARTICIPANTS**

NO.	SCHOOL/OFFICE	NAME	Designation
1	Bonuan Buquig National High School	RHON JUGILLON	Participant
2	Bonuan Buquig National High School	JOHN MARK GIDLAYAN	Participant
3	Bonuan Buquig National High School	MARC CHESTER CHINGSAI	Participant
4	Bonuan Buquig National High School	DANIEL DAVID MALANUM	Participant
5	Bonuan Buquig National High School	SHELLA MAE AGURILLA	Participant
6	Bonuan Buquig National High School	SHANG WIE D. MA Work Immersion Coordinator	Participant
7	Carael National High School	KIM SHAJI C. ATUD	Participant
8	Carael National High School	KEN DANIEL V. BAUTISTA	Participant
9	Carael National High School	QUENNIE SHAMY V. ESCOSIO	Participant
10	Carael National High School	JESLIE M. VILLANUEVA	Participant
11	Carael National High School	ARIANN JOYCE D. VIRAY	Participant
12	Carael National High School	MARY ROSE P. LLAMAS Work Immersion Coordinator	Participant
13	Dagupan City National High School	ROBERTO MIGUEL L. ALANO	Participant
14	Dagupan City National High School	ARNEL S. VIDUYA	Participant
15	Dagupan City National High School	MAUREEN DG. MENDOZA	Participant
16	Dagupan City National High School	CHRISTIAN DAVE A. NAPO	Participant
17	Dagupan City National High School	JEARSON JAKE NOVILLA	Participant
18	Dagupan City National	JENNIFER F. FERRER	Participant



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REGION I  
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**Office of the Schools Division Superintendent**

	High School	Work Immersion Coordinator	
19	East Central Integrated School	ROCHELLE CANLAS	Participant
20	East Central Integrated School	LUSH BRIGHETTE OCHAVE	Participant
21	East Central Integrated School	MAY ANN PAROHINOG	Participant
22	East Central Integrated School	QUENNIE ROSE FELIPE	Participant
23	East Central Integrated School	LEBRON JAMES TANDOC	Participant
24	East Central Integrated School	MYLEEN C. BOQUIREN Work Immersion Coordinator	Participant
25	Federico N. Ceralde Integrated School	MARK ANTHONY CABANLIG	Participant
26	Federico N. Ceralde Integrated School	CRISTAL SICAT	Participant
27	Federico N. Ceralde Integrated School	GRACELY JOY LOMIGO	Participant
28	Federico N. Ceralde Integrated School	JENNELYN MALANUM	Participant
29	Federico N. Ceralde Integrated School	ARJUNA G. YU	Participant
30	Federico N. Ceralde Integrated School	MARK ANTHONY TIANGSON Work Immersion Coordinator	Participant
31	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	AZELEEA GISELLE D. FRANCISCO	Participant
32	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	TRISH LORRAINE A. PLANOS	Participant
33	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	JACOB TORNO	Participant
34	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	CHANDY D. MARA	Participant
35	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	JERALD T. ELCANO	Participant
36	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	CHRISTIAN KARL AMLA Work Immersion Coordinator	Participant
37	Pugaro Integrated School	ANGEL ALLISON M. DECANO	Participant



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38	Pugaro Integrated School	MYLENE V. QUINAGON	Participant
39	Pugaro Integrated School	JEZLE A. CALIMLIM	Participant
40	Pugaro Integrated School	MA. ALTHEA MAE V. FLORES	Participant
41	Pugaro Integrated School	RELANDA C. DIZON	Participant
42	Pugaro Integrated School	MARY GRACE L. LOPEZ Work Immersion Coordinator	Participant
43	Salapingao National High School	JOHN CLEFFORD SENTINELLAR	Participant
44	Salapingao National High School	CYRA ISADA	Participant
45	Salapingao National High School	JAYPEE RENZ MEJIA	Participant
46	Salapingao National High School	MERIAM CARRERA	Participant
47	Salapingao National High School	EDERLYN MOYANO	Participant
48	Salapingao National High School	PRECY ANNE PALOR Work Immersion Coordinator	Participant
49	Dagupan City National High School	ALLELI JILL T. BARBERAN Guidance Coordinator III	Resource Speaker
50	Dagupan City National High School	MARVIE C. FLORES Master Teacher II	Resource Speaker
51	Judge Jose De Venecia Sr. Technical – Vocational Secondary School	ANABELLE S. LAMSEN Teacher III	Resource Speaker
52	SDO Dagupan City	KRISTEL GAY C. RAYMUNDO	Participant / Proponent
53	SDO Dagupan City	ROBET BRUCE DELA CRUZ	AVP Tech Assistant
54	SDO Dagupan City	GILLIANE JESSA CASACLANG	PMT
55	SDO Dagupan City	HENRY REFUERZO	Documenter
56	SDO Dagupan City	VLADIMIR PARAYNO	Secretariat
57	SDO Dagupan City	ELVIRA N. VILLAMOR	PMT
58	SDO Dagupan City	KIRSTEN CHLOE JULIANO	PMT
59	SDO Dagupan City	NOREEN VIDAL	Nurse
60	SDO Dagupan City	ISAGANI ROSARIO	Monitoring & Evaluation



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