



Republic of the Philippines
Department of Education

REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

OFFICE MEMORANDUM

19 DEC 2024

SGOD-2024-112

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit and Section Heads
All Others Concerned

**CONDUCT OF GENDER AND DEVELOPMENT HUMAN RIGHTS
CONSCIOUSNESS**

1. Pursuant to *DepEd Order 32 s. 2017* titled Gender-Responsive Basic Education Policy, the Department of Education is committed to integrate the principles of gender equality, gender equity, gender sensitivity, non-discrimination and human rights in the provision and governance of basic education. In support to this order, the Schools Division of the City of Batac will conduct the Gender and Development Human Rights Consciousness on December 19-20, 2024, at the Villa Andrea Beach Resort, Pagudpud, Ilocos Norte
2. The activity aims to capacitate employees' rights of the division. Specifically, it seeks to:
 - a. raise awareness about human rights issues in the workplace that protect against discrimination;
 - b. become more supportive and empowering environments for all individuals, regardless of gender or background; and
 - c. collaborate effort to nurture employees right with integrity in the workplace.
3. Participants to the activity are the Schools Division Office employees. It is advised that all participants will assemble at SDO office not later than 3:00 in the afternoon on December 19, 2024.
4. Expenses relative to the conduct of this activity shall be charged against the MOOE of the Schools Division Office subject to the usual accounting and auditing rules and regulations.
5. This Memorandum shall serve as the Official Authority of Travel of all participants.
6. For information and guidance.

By the Authority of the SDS:

ARNEL S. BANDIOLA

Assistant Schools Division Superintendent

ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: As stated,
Reference:
To be included in the Perpetual Index
Under the following subject:

GENDER AND DEVELOPMENT

SGOD/gpi/GAD
020/December 18, 2024



DepEd Batac City



batac.city@depd.gov.ph



www.csdbatac.com

Asuncion Street, 16-S Quiling Sur,
City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993

Activity Matrix

Gender and Development Seminar on Human Rights Consciousness Villa Andrea, Pagudpud, Ilocos Norte December 19-20, 2024

Day 1.

Time	Activity	In-charge
5:00 p.m. – 6:00 p.m.	Registration	GAD Secretariat
	Opening Program National Anthem Prayer	
	Presentation of Participants	Gilbert P. Isla, EdD Education Program Specialist II
	Welcome Remarks	Arnel S. Bandiola Assistant Schools Division Superintendent
	Message	Anselmo R. Aludino <i>Schools Division Superintendent</i>
6:01 p.m. – 7:30 p.m.	Topic 1: Employee's Right, Part I	Jadley Mel P. Piso Human Resource Officer Administrative Officer IV
7:31 p.m.	Dinner	

Day 2.

Time	Activity	In-charge
8:01 a.m. – 9:30 a.m.	Topic 2: Human Rights Consciousness	Raymund Vincent B. Espejo GAD Focal Person-MMSU, College of Technology
9:31 a.m. – 9:45 a.m.	Snacks	
9:46 a.m. – 12:00 a.m.	Topic 3: Families First: The Heart of Human Rights	Nova M. Cabias MMSU, College of Technology, Guidance Counselor
12:01 a.m. – 1:00 p.m.	Lunch	
1:01 p.m. – 2:30 p.m.	Topic 4: Employee's Right, Part II	Jadley Mel P. Piso Human Resource Officer Administrative Officer IV
2:31 p.m. – 3:00 p.m.	Closing Program	
3:01 p.m. – 4:00 p.m.	HOME SWEET HOME	

*Note: Departure is 3:00 P.M.
Assembly Place: SDO Office*

LIST OF PARTICIPANTS

No.	Name of Employee	Position
1	Anselmo R. Aludino	Schools Division Superintendent
2	Marinel T. Saguiguit	Administrative Assistant III
3	Matson Jun T. Piniera	Administrative Assistant III
4	Florante Z. Bagaoisan Jr.	Administrative Aide IV
5	Arnel S. Bandiola	Assistant Schools Division Superintendent
6	Jhen Abigail O. Ruadap	Administrative Aide VI
7	Mark Anthony R. Bensan	Information Technology Officer I
8	Gerwin V. Dela Rosa	Teacher III
9	Joel P. Malunao	Administrative Officer V
10	Maribel A. Tutaan	Administrative Assistant III
11	Pauline Joyce F. Lopez	Administrative Assistant I
12	Fernald B. Aribuabo	Administrative Aide
13	Reinier S. Macaspac	Administrative Aide
14	Wilfredo A. Agustin Jr.	Utility
15	Joy B. Claro	Utility
16	Delia L. Espiritu	Utility
17	Elves B. Matutino	Security
18	Dante G. Quimoyog	Security
19	Ma. Veronica A. Cabangisan	Administrative Officer IV
20	Kristel Faye B. Pijera	Administrative Aide VI
21	Jadley Mel P. Piso	Administrative Officer IV
22	Maylene D. Yasay	Administrative Officer II
23	Flordeliza D. Agcaoili	Administrative Assistant III
24	Gideon B. Bonifacio	Administrative Assistant III
25	Maurichy Alwenor C. Bandiola	Administrative Aide VI
26	Reyna Monique L. Lanuza	Administrative Officer IV
27	Kristine Joy B. Galasinao	Administrative Assistant III
28	Madeleine G. Ancheta	Administrative Aide VI
29	Deejay R. Opelac	Administrative Officer IV
30	Mark Lester Domingo	Administrative Aide VI
31	Jaquelyn P. Mendoza	Administrative Officer V
32	Claire Jasmin S. Cacatian	Administrative Assistant III
33	Jennifer C. Bungubung	Accountant III
34	Jodhel L. Penera	Administrative Assistant III
35	Andrew Joel C. Aniñon	Administrative Assistant III
36	Renalyn A. Rodrigo	Administrative Assistant III
37	Aileen T. Tolentino	Administrative Assistant II
38	Marilou B. Sales	Chief Education Supervisor
39	Maricel N. Sonico	Administrative Assistant III
40	Opresinia Z. Castillo	Education Program Supervisor
41	Allan B. Garcia	Education Program Supervisor
42	Aileen V. Joaquin	Education Program Supervisor
43	Eldefonso B. Natividad Jr.	Education Program Supervisor
44	Marilou P. Omotoy	Education Program Supervisor
45	Jhon Rey D. Ortal	Education Program Supervisor
46	Zorayda S. Paguyo	Education Program Supervisor
47	Joycelyn P. Perdido	Education Program Supervisor

No.	Name of Employee	Position
48	Aubrhey Marie R. Oasay	Education Program Supervisor
49	Gladys B. Lampitoc	Education Program Supervisor
50	Geraldine O. Lao-at	Master Teacher II
51	Dale Justine S. Rabena	Project Development Officer II
52	Divelyn P. Maddela	Education Program Specialist II
53	Blesilda B. Antiporda	Librarian II
54	Nemalyn M. Ulep	Chief Education Supervisor
55	Jocelyn L. Aribuabo	Education Program Supervisor
56	Rhaian A. Gamet	Project Development Officer II
57	Angelo M. Bangcud	Project Development Officer I
58	Chrisse Julianne G. Pugat	Administrative Assistant III
59	Edwin V. Tangonan	Senior Education Program Specialist
60	Dolores A. Ubiña	Planning Officer III
61	Mark Louie P. Duldulao	Education Program Specialist II
62	Gilbert P. Isla	Education Program Specialist II
63	Jacqueline G. Abiño	Technical Assistant III/Engineer II
64	Maritess D. Diego	Medical Officer III
65	Jedidiah B. Jagto	Nurse II
66	Mirasol V. Mangasep	Nurse II
67	Judith Ivy R. Mangoba	Nurse II
68	Adelaida P. Manglal-lan	Guidance Counselor II
69	Lorlyn R. Calautit	Administrative Support II
Total		
1	Shalom Grace V. Agonoy	OJT
2	Kaezle L. Damo	OJT
3	Ivy Dianne A. Franco	OJT
4	Nicole P. Guerrero	OJT
5	Leonisse Angela B. Ramos	OJT
6	Rojann Arjeimel P. Sumio	OJT
7	Pinky D. Tutop	OJT
8	Jessica Faye Mariel A. De Vera	OJT