



Republic of the Philippines  
**Department of Education**  
REGION IX  
SCHOOLS DIVISION OF DAPITAN CITY

**DIVISION MEMORANDUM**

No. 36 s. 2022

**TO : ASST. SCHOOLS DIVISION SUPERINTENDENT  
CHIEF EDUCATION SUPERVISORS  
EDUCATION PROGRAM SUPERVISORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
ALL SCHOOL HEADS  
ADMINISTRATIVE OFFICER V  
THIS DIVISION**

  
**FROM : FELIX ROMY A. TRIAMBULO, CESO V**  
Schools Division Superintendent

**SUBJECT : TRAINING SERIES FOR TEACHERS AND SCHOOL LEADERS**

**DATE : JANUARY 17, 2022**

1. Republic Act No. 6713 state that the "Code of Conduct and Ethical Standards for Public Officials and Employees." It is the policy of the State to promote a high standard of ethics in public service. Public officials and employees shall at all times be accountable to the people and shall discharge their duties with utmost responsibility, integrity, competence, and loyalty, act with patriotism and justice, lead modest lives, and uphold public interest over personal interest.
2. In view of this, the Schools Division of Dapitan City through the Human Resource Development Section-School Governance and Operations Division (HRDS-SGOD) will conduct Training Series for Teachers and School Leaders in DepEd Dapitan Division.
3. Schedule of the trainings are the following:

Training Title	Date	Participants
a. Alay sa Bayan (ALAB), Induction Program	Feb. 23-24, 2022	Newly Hired Teachers
b. Stress Management Webinar (SMW)	March 30, 2022	School Heads
c. Webinar on Psychological Safety (WOPS)	March 31, 2022	School Heads
d. Values Orientation Workshop (VOW)	April 12-13, 2022	Teachers
e. Norms of Conduct and Ethical Standards for Public Officials and Employees (RA6713)	January 26 & 28, 2022	Teachers



**Address:** Sunset Boulevard, Dawo, Dapitan City      **SGOD-HRDS**  
**Telephone No.:** (65) 908-8242      **Fax No.:** (65) 908-8361  
**Website:** www.depeddapitan.net      **Email Address:** dapitancity@deped.gov.ph





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4. The objective of this activity is to:
  - a. to provide the participants with knowledge and skills to manage their time and plan their personal development. In this way, the goal of having a work-life balance among participants.
  - b. to inculcate appropriate norms and conduct becoming of government employees,
  - c. to govern decisions and behavior at the organization, give general outlines of how employees should behave, as well as specific guidance for handling issues like harassment, safety, and conflicts of interest,
  - d. understand the importance of service excellence, discover their critical roles in providing excellent service in their organization, gain better understanding of customer behavior, acquire skills in handling different types of customers, recognize the importance of transforming language from traditional usage to a more liberating one, that which is gender-sensitive and gender fair, and
  - e. encourage the employees to make a conscious effort to avoid implicit and explicit discriminatory language against men and women.
5. The participants of this training are the Teachers and School Leaders in DepEd Dapitan City Division. (see attached list)
6. Identified participants are requested to register through this link: <https://forms.gle/dFt1tjvCoFDSghBD7> not later than January 24, 2022.
7. Administrative Fee, Honorarium, Material and other expenses relative to the conduct of the training shall be chargeable against HRD Funds.
8. For query, you may contact Michelle V. Torres, SEPS-HRDS, SGOD with Cellphone No. 09982945472.
9. Immediate and wide dissemination of this Memorandum is desired.



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**Participants for Norms of Conduct and Ethical Standards for Public Officials  
and Employees (RA6713)  
(January 26, 2022)**

No.	Name	Position
1	Abayon, Judicel C	Master Teacher - I
2	Abne, Norams	Master Teacher - I
3	Acabal, Elisa C	Master Teacher - I
4	Acaylar, Evelyn E.	Master Teacher - I
5	Acaylar, Sharon N	Master Teacher - I
6	Acoymo, Emerita C	Master Teacher - I
7	Adasa, Hazel B	Master Teacher - I
8	Adasa, Jasmin B	Master Teacher - I
9	Agum, Honoria Maryola O	Master Teacher - I
10	Alvarado, Josephine S	Master Teacher - I
11	Amistoso, Judelyn P	Master Teacher - I
12	Baes, Joseph D.	Master Teacher - I
13	Baes, Lani G	Master Teacher - I
14	Bagarinao, Analisa A	Master Teacher - I
15	Bahin, Luzviminda O.	Master Teacher - I
16	Bantilan, Rosalita	Master Teacher - I
17	Bation, Doris N	Master Teacher - I
18	Breto, Marirose E.	Master Teacher - I
19	Bulay-Og, Anelita A	Master Teacher - I
20	Busico, Maria Fe B	Master Teacher - I
21	Cagatan, Aileen A	Master Teacher - I
22	Cainta, Teresita J	Master Teacher - I
23	Cimafranca, Emma Q	Master Teacher - I
24	Cimafranca, Irene B	Master Teacher - I
25	Daganasol, Sharon A	Master Teacher - I
26	Duyaguit, Mercedes E	Master Teacher - I
27	Empeynado, Leonor G	Master Teacher - I
28	Gahisan, Ma Dorothy Joy T	Master Teacher - I
29	Gahuman, Virginia M	Master Teacher - I
30	Galota, Jerry Jerum B	Master Teacher - I
31	Jumuad, Josefa S	Master Teacher - I
32	Maghinay, Jane J	Master Teacher - I
33	Mahinay, Vilma E	Master Teacher - I
34	Malacat, Ally A	Master Teacher - I



35	Mirasol, Jacqueline A	Master Teacher - I
36	Navarro, Ma Fe M	Master Teacher - I
37	Nicdao, Erline B	Master Teacher - I
38	Pableo, Mercedita R	Master Teacher - I
39	Pacaro, Rosemarie B	Master Teacher - I
40	Pañosa, Mildred D	Master Teacher - I

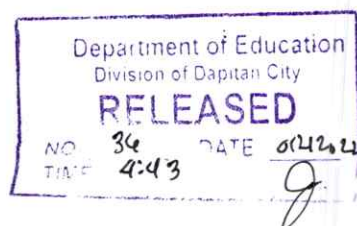
Department of Education  
Division of Dapitan City  
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**Participants for Norms of Conduct and Ethical Standards for Public  
Officials and Employees (RA6713)  
(January 28, 2022)**

No.	Name	Position
1	Abay, Tita T	Master Teacher - III
2	Arances, May Love M	Master Teacher - I
3	Bael, Genevieve C	Master Teacher - II
4	Bait-It, Regie E	Master Teacher - II
5	Balladares, Lorena O	Master Teacher - II
6	Banua, Myrlene A	Master Teacher - II
7	Caga-Anan, Marilyn P	Master Teacher - II
8	Cainta Jr, Amancio B	Master Teacher - II
9	Camazo, Ruel E	Master Teacher - I
10	Carollo, Nora B	Master Teacher - III
11	Dengal, Nemia H	Master Teacher - II
12	Desuacido, Sarah A	Master Teacher - III
13	Dimasuhid, Lorena G	Master Teacher - III
14	Empeynado, Ligaya B	Master Teacher - II
15	Estoque, Andrew L	Master Teacher - II
16	Florida, Maria Fe G	Master Teacher - III
17	Jamarolin, Ronel L	Master Teacher - II
18	Laput, Ma Luisa P	Master Teacher - II
19	Luzarita, Evelin E	Master Teacher - II
20	Malacat, Rosie A	Master Teacher - II
21	Obedencia, Lina D	Master Teacher - II
22	Paler, Minerva G	Master Teacher - II
23	Quimiguing, Anafiela B	Master Teacher - I
24	Quimiguing, Ma Jeanie R	Master Teacher - I
25	Quines, Cristita E	Master Teacher - I
26	Rafanan, Ursulita A	Master Teacher - II
27	Recentes, Rebecca D	Master Teacher - I
28	Regañon, Estrella A	Master Teacher - I
29	Rendon, Arlene C	Master Teacher - II
30	Rife, Richel B	Master Teacher - I
31	Ruiz, Delina D	Master Teacher - I
32	Ruiz, Reyna Amor D	Master Teacher - II
33	Saguin, July G	Master Teacher - II



34	Samarinta, Annelyn G	Master Teacher - I
35	Santos, Annie B	Master Teacher - I
36	Solatorio, Anna Lee A	Master Teacher - I
37	Tagalogon, Dhory Jane C	Master Teacher - II
38	Tagapan, Chitalin A	Master Teacher - II
39	Tibon, Julieta H	Master Teacher - I
40	Verano, Emmanuel A	Master Teacher - I
41	Ybañez, Caridad G	Master Teacher - I

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Division of Dapitan City  
**RELEASED**  
NO 36 DATE 01/20/22  
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