



Republic of the Philippines
Department of Education

REGION X
SCHOOLS DIVISION OF LANA DEL NORTE



November 19, 2025

DIVISION MEMORANDUM

No. 700, s. 2025

DIVISION ORIENTATION TO NEWLY HIRED TEACHERS

To: Assistant Schools Division Superintendent
Chief – Curriculum Implementation Division
Chief – Schools Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office, through the Division Human Resource Development Section, enjoins the following to attend the above-mentioned activity:

No.	Last Name	First Name	Middle Name
1	Atay	Jessica	Concordas
2	Hasanodin	Hanima	Sarip
3	Mama	Joharah	Bocowa
4	Saicalabi	Faida	Comondara
5	Casim	Aisah	Alag
6	Abdulwahab	Ashlia	Bagul
7	Usman	Isnihara	Macapodi
8	Pasague	Diamon	Magigired
9	Manan	Norhata	Rasid
10	Salindingan	Saddam	Rascal
11	Malna	Johara	Malna
12	Aloyodan	Railin	Sultan
13	Palawan	Sohaimah	Arimao
14	Dagwan	Marina	Hengone
15	Dimaipong	Sittie Haimah	Busran
16	Dayondon	Claire	Pasco
17	Ambor	Faizah	Alawi
18	Mango	Binladen	Ote
19	Lacsaman	Maila	Datu
20	Naga	Asrifah	Dimalotang
21	Aloyod	Murshida	Bino



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22	Candia	Umayyah	Maulana
23	Mamarinta	Nor-ailen	Ampang
24	Orintar	Fathma Hayllah	Pasandalan
25	Sarip	Faisah	Bazer
26	Hadji Rakim	Aslimah	Barando
27	Omar	Jamalia	Dimate
28	Macasundig	Alaisa	Baute
29	Bao	Nafidah	Basman
30	Romondao	Alianor	Batingolo
31	Ali	Janisah	Macasilang
32	Mangoda	Norkhaisah	Dima-ampao
33	Rinibatan	Rohanie	Mangondato
34	Macaayao	Normalah	Didato
35	Macala	Ashima	Macararic
36	Panganting	Naifah	Hadji Gafar
37	Ibrahim	Analia	Ramber
38	Dumanglas	Sheena	Gealon
39	Wahab	Omirah	Sabangkat
40	Mamacol	Norlaila	iranon
41	Ampang	Nailiya	Nasroden
42	Asum	Najmah	Radia
43	Indar	Nawal	Nasroding
44	Mama	Abdul Qayyoun	Bacaro
45	Mama	Jabber	Mariga
46	Mutia	Raihana	Marcaban
47	Pornia	Jobert	Marcial
48	Mama	Malicah	Cali
49	Solaiman	Maimanah	Casidar
50	Lantong	Norfaisah	Baraguir
51	Bocari	Canapiya	Langco
52	Para	Sittie Aidah	Ditguan
53	Linggas	Junairah	Cosain
54	Amol	Jehan	Umpa
55	Abdulrahim	Juhairah	Balimbing
56	Daison	Ainah	Solaiman
57	Hadji Camid	Riyadah	Baguan
58	Cosain	Hamida	Didato
59	Saidamen	Railyn	Daiser
60	Bayao	Maimana	Said
61	Donio	Earl Eduard	Tocaldo
62	Paulo	Asniah	Macadaub



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63	Abdullah	Riham	Maulana
64	Dumip-ig	Ryan	
65	Dagandan	Mike Clyde	Dadivas
66	Mauyag	Saira Jamaica	Somogoy
67	Gandarosa	Nor-amellen	Dimate
68	Barani	Hanifah	Polayagan
69	Magad	Caironisa	Dimasangca
70	Amil-Guimba	Faisa	Madid
71	Lambong	Hannadi	Pacalangot
72	Macawadib	Samsia	Baraguir
73	Mananggolo	Naira	Asi
74	Patadilla	Julie Fe	Visitacion
75	Manalocon	Farhanah	Sanggacala
76	Musa	Hannan	Carim
77	Balua	Belliente	Condalo
78	Esmael	Norania	Panganting
79	Mangontawar	Nor Sanah	Mamanta
80	Paragoso	Stefany	Bacala
81	Sangcopan	Dayamon	Apug
82	Almojallas	Dyrel Rose Angely	Celia
83	Sanayon	Maimana	Dago
84	Gote	Alaysah	Domado
85	Marcha	Crizia Mae	Dela Cruz
86	Arcamo	Marivel	Icao
87	Pumbaya	Fatma Zahra	Ambol
88	Amerol	Najerah	Sarip
89	Andor	Asnifah	Mapandi
90	Ambalong	Norsheda	Undac
91	Magomnang	Jalila	Mamaampao
92	Sinal	Norjanah	Gundul
93	Burad	Armalia	Bangke
94	Sanggacala	Asraimah	Banto
95	Torrion	Romelyn	Garcia
96	Cosain	Naila	Basar
97	Bato	Sanima	Pilandoc
98	Amindato	Mosmira	Abdullah
99	H. Rakim	Amirah	Wahab
100	Abubacar	Fatima	Manarondong
101	Abdulmalik	Janima	Radiab
102	Agosto	Maria Evah	Tabera
103	Mamarinta	Amirah	H. Yusop



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104	Makil	Johaimah	Salic
105	Hassan	Aina	Ditano
106	Rimpa	Ailah	Sambulawan
107	Mamangcao	Fatma Ashia	Azis
108	Mama	Naima	Sowaib
109	Alawi	Johana	Repors
110	Dimacangan	Aliah	Lope
111	Mapantas	Nasliah	Pangcatan
112	Pindaton	Omayyah	Cali
113	Salindingan	Al-Jabbar	Balindong
114	Datumaas	Sittieasia	Odin
115	Tumog	Noranie	Daracab
116	Gamor	Aisah	Maute
117	Hadji Casan	Pahima	Lantod
118	Maruhom	Saima	Toma
119	Dimaampao	Noronahar	Balawag
120	Macadaag	Sohaylah	Lomangco
121	Potawan	Nobaisa	Salisip
122	Acmad	Nojirah	Mamandag
123	Lidasan	Nadjefa	Arumpac
124	Colo	Rainie	Macacunut
125	Binatara	Norayah	Dibaratun
126	Macabangun	Jahanie	Azis
127	Diamael	Rohaidah	Polao
128	Limgas	Aslimah	Masbod
129	Abdul Jalil	Helalia	Sultan
130	Rashid	Fatima Nishrin	Arumpac
131	Mangandiri	Saniyah	Mamarinta
132	Guro	Norhanima	Adap
133	Dago	Lawambai	Tugasan
134	Samsodin	Sittie Nor	Manalao

2. The official venue of the ***DIVISION ORIENTATION FOR NEWLY HIRED TEACHERS*** shall be at ***FM Posadas Elementary School, Raw-an, Lala, Lanao del Norte*** on ***November 27-28, 2025*** at 8:00 in the morning.

3. The Orientation is aimed to provide a systematic and comprehensive support system for the newly hired teachers to seamlessly immerse them in the teaching profession in the public school system.



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4. Participants are required to wear formal attire and be at the venue on the specified dates before 8:00 am. Lunch and snacks shall be provided for the participants, speakers and TWG during the activity. Travel and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing policies, rules, and regulations. ***THIS MEMORANDUM SHALL ALSO SERVE AS TRAVEL ORDER.***
5. Attached herewith are the Program Management Team, and Activity Matrix of the Orientation for reference.
6. It is understood that in the conduct of this activity there shall be no discrimination in the provision of Learning and Development interventions on account of age, school, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equal opportunity.
7. Immediate dissemination and strict compliance of this Memorandum is directed.


EDWIN R. MARIBOJOC, CESO V
Schools Division Superintendent

Encl: As stated

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

Orientation Newly Hired Teachers Division

HRD/JRI



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VENUE: FM Posadas Elementary School, Raw-an, Lala, Lanao del Norte on November 27-28, 2025 at 8:00

TRAINING MATRIX

ORIENTATION PROGRAM FOR NEWLY HIRED TEACHERS

TIME	ACTIVITY
DAY 1 (NOV. 27, 2028)	
8:00-9:00	Preliminaries
	Inspirational Message Edwin R. Maribojoc, CESO V Schools Division Superintendent
	Welcome Address Maria Carmela T. Ablin, EdD SGOD-Chief
	Energizer
9:00-10:30	Policy Guidelines on Classroom Assessment for the K-12 Basic Education Program (DO 8, s. 2015) Lorraine O. Edrea, EdD EPS
10:30-12:00	ORIENTATION ON THE PILOT IMPLEMENTATION OF IPBT (Enhanced TIP) Maria Carmela T. Ablin, EdD SGOD-Chief
12:00-1:00	LUNCH BREAK
1:00-2:00	Basic School Forms Joselito C. Epe PSDS
1:00 – 2:00	School Calendar and Activities for School Year 2025-2026 Robin L. Tabar, EdD EPS
2:00 – 3:30	DO 9, S. 2005 – INSTITUTING MEASURES TO INCREASE ENGAGED TIME-ON-TASK AND ENSURING COMPLIANCE THEREWITH Angelito D. Barazona, EdD EPS
3:30 – 5:00	Salaries, Wages, Benefits, Filing of Leave, Change of Status, Payslip (Region, Division issued), ERF Processing, GSIS, PHILHEALTH & PAG-IBIG Remittances, Service Record Processing Armando B. Pasok, AO V
	Q&A
DAY 2 (NOV. 28, 2025)	
8:00 – 8:30	Preliminaries
8:30 – 10:00	Framework and Methodologies RPMS-PPST (Classroom Observation) Marife B. Vicoy, EdD
10:00 – 11:30	Financial Literacy Rowena E. Lontayao, EdD EPS



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11:30 – 12:00 1:00-2:00	Salaries, Wages, Benefits, Filing of Leave, Change of Status, Payslip (Region, Division issued), ERF Processing, GSIS, PHILHEALTH & PAG-IBIG Remittances, Service Record Processing Armando B. Pasok, AO V
LUNCH BREAK 12:00 – 1:00	
2:00-3:00	School Calendar and Activities for SY 2025-2026 Robin L. Tabar, EdD EPS
3:00 – 4:30	Readers Ability First Initiative Carol R. Balwit, PhD EPS
	QAME



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