

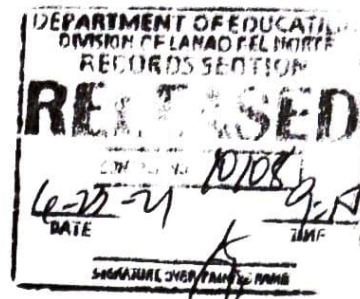


Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF LANA DEL NORTE
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Division Memorandum
No. 284s. 2021

To : CID Personnel
SGOD Personnel
OSDS Personnel
All Others Concerned
This Division



From: 
EDILBERTO L. OPLENARIA, CESO V
Schools Division Superintendent

Date: **June 16, 2021**

Subject: **VIRTUAL SEMINAR ON MENTAL HEALTH AND
PSYCHOSOCIAL SUPPORT FOR DIVISION OFFICE
PERSONNEL**

1. In support of the Department of Education's policy statement to continuously provide learning and development opportunities to its personnel, this Office through the Human Resource Development Section will conduct a Virtual Seminar on Mental Health and Psychosocial Support to all Division Office Personnel on July 1-2, 2021 via Microsoft Teams platform: <http://bit.ly/Psycho2021>
2. The seminar aims to:
 - a. help all Division Office Personnel cope with the impact of COVID-19 pandemic;
 - b. capacitate all Division Office Personnel on the importance of mental health and psychosocial support services intervention.
3. Attached are the list of participants and the Training Matrix for reference.
4. Immediate and wide dissemination of and strict compliance with this Memorandum is directed.


#GO100



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DIVISION PERSONNEL

No	Workstation	Name of SDO Employee	Position Title	Gender
1	Office of the SDS-Proper	OPLENARIA, EDILBERTO L.	Schools Division Superintendent	M
2	Office of the SDS-Proper	MACESAR, ROSEMARIE T.	Assistant Schools Division Superintendent	F
3	Office of the SDS-Proper	BADILLES, LORELA D.	Administrative Officer II	F
4	Office of the SDS-Proper	DINGAL, SHARLENE MAE C.	Administrative Assistant III	F
5	Office of the SDS-Proper	BARICUATRO, ALICE	Administrative Aide VI	F
6	General Services Section	PASOK, ARMANDO B.	Administrative Officer V	M
7	General Services Section	CATULONG, ASTERIA B.	Administrative Assistant III	F
8	General Services Section	GUMBAN, EUNICE GAY S.	Administrative Assistant II	F
9	General Services Section	LUMINGKIT, ANTHONY JAMES D.	Administrative Aide IV	M
10	General Services Section	TUNGANTUNGAN, PUYAT A.	Administrative Aide II	M
11	General Services Section	BALINDONG, RICHEL A.	Administrative Aide I	M
12	General Services Section	CHAN, ALFONSO S.	Administrative Aide I	M
13	General Services Section	DAPUAY, KUMINIE B.	Administrative Aide I	M
14	General Services Section	LARIDE, JULIETO S.	Administrative Aide I	M
15	General Services Section	MADRONERO, IAN R.	Administrative Aide I	M
16	General Services Section	OLIVERIO, JEROLD B.	Administrative Aide I	M
17	General Services Section	PANGASIAN, SUSAN S.	Administrative Aide I	F
18	General Services Section	SEÑORES, JESSIE A.	Administrative Aide I	M
19	General Services Section	SILOT, ARTHUR B.	Administrative Aide I	M
20	General Services Section	TUBONGBANUA, ROBERT B.	Administrative Aide I	M
21	General Services Section	UY, FELIX R.	Administrative Aide I	M
22	General Services Section	PALAO, CHRISTINE JOY B.	Administrative Aide I	F
23	General Services Section	BERMEJO, ROQUE JR. A.	Administrative Aide I	M
24	General Services Section	PASOK, MARK LOUMAN B.	Administrative Aide I	M
25	Personnel Section	EDREA, WARNIE B.	Administrative Officer IV	M
26	Personnel Section	ADALA, ANGELIE C.	Administrative Assistant III	F
27	Personnel Section	ALEGADO, MA. RESTIROSE T.	Administrative Assistant III	F
28	Personnel Section	BALONGKIT, JENNY ROSE R.	Administrative Assistant III	F
29	Personnel Section	BANGOT, CHERRY MAE A.	Administrative Assistant III	F
30	Personnel Section	CADUSALE, EDEN FE M.	Administrative Assistant III	F
31	Personnel Section	JUTBA, DAN JR. A.	Administrative Assistant III	M
32	Personnel Section	TESIO, JURAM L.	Administrative Assistant III	M
33	Personnel Section	LATOJA, NESTOR JR. D.	Administrative Aide I	M
34	Personnel Section	CALOPEZ, FRETZIE M.	Administrative Aide VI	F
35	Cash Section	MAPANDI, MARIAM A.	Administrative Officer IV	F
36	Cash Section	ANDAM, IVY MAE C.	Administrative Assistant III	F
37	Cash Section	JUMALON, MELINDA L.	Administrative Assistant III	F
38	Cash Section	MINDALANO, AMENODIN A.	Administrative Assistant III	M
39	Cash Section	DAYONDON, DONNA FAE S.	Administrative Aide VI	F
40	Cash Section	MAPANDI, NAIMA A.	Administrative Aide I	F
41	Cash Section	PAMERON, PERLA C.	Administrative Aide I	F
42	Cash Section	PASOL, ROLLIE ANN	Administrative Aide VI	F
43	Records Section	MACAPOBRE, SILVESTRA P.	Administrative Officer IV	F
44	Records Section	ORTIZ, ELFLIDA C.	Administrative Aide VI	F
45	Records Section	MACAPOBRE, EDWARD KYLE P.	Administrative Aide I	M
46	Records Section	MARIQUIT, JAYREL D.	Administrative Aide I	M
47	Records Section	ASIDRE, REY O.	Administrative Aide I	M
48	Property & Supply Section	GUPIT, CHERRY BETH A.	Administrative Officer IV	F
49	Property & Supply Section	JUMALON, GLENN J.	Administrative Assistant III	M
50	Property & Supply Section	MAGADAN, VETO JR. J.	Administrative Aide I	M

No	Workstation	Name of SDO Employee	Position Title	Gender
				F
51	Property & Supply Section	DELOS REYES, HEARTLAIN	Administrative Aide VI	F
52	Legal Office	ARMAS, MYRAFLOR O.	Attorney III	M
53	ICT Unit	VELARDE, FLORDERICK S.	Information Technology Officer I	F
54	ICT Unit	MUSCAD, DAYANARA ELEN C.	Administrative Assistant III	F
55	Budget Section	PADAYHAG, EMILY S.	Administrative Officer V	F
56	Budget Section	LIMOT, HONEY LEE L.	Administrative Assistant III	F
57	Budget Section	UY, FEMA P.	Administrative Assistant III	M
58	Budget Section	KILAT, JHUMAR B.	Administrative Assistant I	M
59	Accounting Section	ARDON, TORR AURELIO M.	Accountant III	F
60	Accounting Section	MAMAC, RIZZEL D.	Administrative Assistant III	M
61	Accounting Section	RANO, JOHN OSWALD A.	Administrative Assistant III	F
62	Accounting Section	BALATERO, GLAIZA H.	Administrative Assistant III	F
63	Accounting Section	ALERIA, LEAH A.	Administrative Assistant III	F
64	Accounting Section	VILLARDE, KRISHNA JOY D.	Administrative Assistant II	F
65	Accounting Section	CEBUA, MELETTE J.	Administrative Aide I	F
66	Accounting Section	GORECHO, CHEMELYN A.	Administrative Assistant II	F
67	Accounting Section	CEBEDO, IRENE MAE Palang	Administrative Assistant II	F
68	CID	EDON, MARIA EVA S.	Chief Education Supervisor	M
69	CID	BARAZONA, ANGELITO D.	Education Program Supervisor	F
70	CID	BASTILLADA, BELEN T.	Education Program Supervisor	F
71	CID	EMBORONG, CONNIE A.	Education Program Supervisor	F
72	CID	MABA, MONISA P.	Education Program Supervisor	F
73	CID	OLAVIDES, LORRAINE C.	Education Program Supervisor	M
74	CID	TABAR, ROBIN L.	Education Program Supervisor	F
75	CID	VICOY, MARIFE B.	Education Program Supervisor	M
76	CID	VILLAGONZALO, ERL C.	Education Program Supervisor	M
77	CID	VIOS, ROSALIO R.	Public Schools District Supervisor	F
78	CID	ARUMPAC, JAMILA M.	Public Schools District Supervisor	F
79	CID	CARBONERA, MARY ARLENE C.	Public Schools District Supervisor	F
80	CID	DAUD, NORHATTAH C.	Public Schools District Supervisor	M
81	CID	EPE, JOSELITO D.	Public Schools District Supervisor	F
82	CID	LABUNOG, EMMA M.	Public Schools District Supervisor	F
83	CID	BAGOL, AMELITA	Public Schools District Supervisor	M
84	CID	MAROHOM, APOLONIO M.	Public Schools District Supervisor	M
85	CID	PLANAS, ERVIN M.	Public Schools District Supervisor	F
86	CID	SARIPADA, SAMANIRA N.	Public Schools District Supervisor	F
87	CID	ASUM, FATIMA	Public Schools District Supervisor	F
88	CID	JUTBA, KRISTINE A.	Education Program Specialist II	F
89	CID	MADRONERO, IVY S.	Education Program Specialist II	F
90	CID	CAMIGUING, JOCELYN R.	Librarian II	F
91	CID	SAYRE, MYLES M.	Project Development Officer II	F
92	CID	TION, IVY R.	Administrative Assistant III	F
93	SGOD	ABLIN, MARIA CARMELA T.	Chief Education Supervisor	F
94	SGOD	MANGINSAY, ARLENE D.	Education Program Supervisor	F
95	SGOD	MACASIMPAN, NOR-JANAH G.	Engineer III	F
96	SGOD	ABALORIO, BRIDGET E.	Senior Education Program Specialist	M
97	SGOD	COSAIN, RASMILA M.	Senior Education Program Specialist	F
98	SGOD	INTONG, JENNIFER R.	Senior Education Program Specialist	F
99	SGOD	JUMAWAN, IVY T.	Senior Education Program Specialist	F
100	SGOD	MUGOT, FRANCISCA J.	Planning Officer III	F
101	SGOD	ENERIO, MELVIN C.	Dentist II	M

No	Workstation	Name of SDO Employee	Position Title	Gender
102	SGOD	SOBERE, CELIA C.	Dentist II	F
103	SGOD	CABAHUG, LADY ANN L.	Education Program Specialist II	F
104	SGOD	DE LUNA, DANIEL JR L.	Education Program Specialist II	M
105	SGOD	PANGASIAN, JOVANNY M.	Education Program Specialist II	M
106	SGOD	PUTIS, KATHERINE GAY	Nurse II	F
107	SGOD	SAMANIEGO, DRYDEN KLEE A.	Nurse II	M
108	SGOD	DAMAYO, AMANTE L.	Nurse II	M
109	SGOD	AMPAY, PENDATUN B.	Project Development Officer II	M
110	SGOD	MUGOT, ALVA JOY N.	Project Development Officer I	F
111	SGOD	CABASIS, DIMPLE G.	Administrative Aide VI	F
112	SGOD	HADJI AMER, AMENODIN U.	Engineer II	M
113	SGOD	ORQUILLAS, ALLEN REY Q.	Engineer II	M
114	JOB ORDER	CASTRO, MAHARLIKA JANE A.	Administrative Aide I	F
115	JOB ORDER	AMBOY, JAN DEWEY P.	Administrative Aide III	M
116	JOB ORDER	ELCANO, MARCOS B.	Administrative Aide I	M
117	Security Guard	FERNANDEZ, ELMER H.	Security Guard	M
118	Security Guard	FAJARDO, ELMER A.	Security Guard	M
119	Security Guard	BOCTOT, REYMART R.	Security Guard	M
120	Security Guard	VASQUEZ, RUBEN C.	Security Guard	M
121	COA	CAYONGCAT, SUBAER R.	Auditor	M
122	COA JO	CAYONGCAT, PRINCESS ASLIMAH	Administrative Aide I	F
123	COA JO	PRIGO, MICHELLE A.	Administrative Aide I	F
124	COA JO	SALAZAR, MARY MAE D.	Administrative Aide I	F
125	COA JO	YUSOPH, MOJAHID M.	Administrative Aide I	M
126	COA JO	REPORS, SAIBANIE T.	Administrative Aide I	M
127	COA JO	CAYONGCAT, NASIMAH G.	Administrative Aide I	F
128	COA Office	NOVAL, ROSELLE ANN S.	Administrative Aide I	F
129	COA Office	PASOK, VANESSA LEE E.	Administrative Aide I	F
130	COA Office	JUTBA, ALLYN JOYCE L.	Administrative Aide I	F
131	COA Office	JUMAWAN, FLORIZA M.	Administrative Aide I	F

Virtual Seminar on Mental Health and Psychosocial Support for Division Office Personnel
July 1-2, 2021

TRAINING MATRIX

TIME	ACTIVITY	RESOURCE PERSON
DAY 1		
8:00 – 8:30 AM	REGISTRATION	
8:30 – 9:00 AM	OPENING PROGRAM	
9:00 – 11:00 AM	COPING RESILIENCE AND HOPE IN THIS TIME OF UNCERTAINTIES	Charito B. Ferrer, PhD, RGC, Rpm Director, Guidance and Counseling Office, Xavier University
11:00 – 12:00 NN	INDIVIDUAL MEDITATION	
12:00 – 1:00 NN	LUNCH BREAK	
1:15 – 1:30 PM	UNFREEZING	
1:35 – 3:00	KEEPING THE BALANCE AND POSITIVITY FOR A WHOLE PERSON: SELF CARE	Charito B. Ferrer, PhD, RGC, Rpm Director, Guidance and Counseling Office, Xavier University
3:00 – 4:00	OPEN FORUM AND INDIVIDUAL MEDITATION	
4:00-5:00	QATAME	M & E
DAY 2		
8:00 – 9:00	PRELIMINARIES	
9:00 – 11:00	MAINTAINING PRODUCTIVITY WHILE WORKING REMOTELY IN THIS NEW NORMAL	Joey Marie Fabe Jegonia, PhD, RGC Director, Office of Promotions, Testing and Admissions, Xavier University
11:00 – 12:00	INDIVIDUAL MEDITATION	
12:00 – 1:00	LUNCH BREAK	
1:00 – 1:30	UNFREEZING	
1:30 – 3:30	MENTAL HEALTH IN THE WORKPLACE: COPING WITH ANXIETY AND DEPRESSION	Joey Marie Fabe Jegonia, PhD, RGC Director, Office of Promotions, Testing and Admissions, Xavier University
3:30 – 4:30	OPEN FORUM AND INDIVIDUAL MEDITATION	
4:30 – 5:00	QATAME	M&E

Master of Ceremony: Jovanny M. Pangasian
HRD - Education Program Specialist II