



Republic of the Philippines
Department of Education
REGION VI- WESTERN VISAYAS
SCHOOLS DIVISION OF SAGAY CITY

JUL 16 2024

DIVISION MEMORANDUM

No. 428, s. 2024

**3-Day Training for School and Division Non-Teaching Personnel
on Standard First Aid and Basic Life Support**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office announces the conduct of a **3-day Training for School and Division Non-Teaching Personnel on Standard First Aid and Basic Life Support**. The training will be held on July 17-19, 2024 at Acacia Hotel, Bacolod City.
2. The participants in this training are the Administrative Officers, school Project Development Officers, personnel from the Administrative Services, General Services, Office of the Assistant Schools Division Superintendent, Office of the Schools Division Superintendent, Legal Unit, and ICT Unit.
3. Participants are encouraged to bring a swimming attire for the water safety activity.
4. Expenses incurred to this activity are chargeable against the DRRM fund subject to the usual accounting and auditing rules and regulations.
5. It is understood that in the conduct of these activities, there shall be no discrimination in the provision of such learning and development interventions on account of age, school, gender, civil status, disability, religion, or other similar factors and personal circumstances that run counter to the principles of equal opportunity.
6. Immediate dissemination of this Memorandum is desired.


MARSETTE D. SABBALUGA, CESO VI
Schools Division Superintendent

Enclosure : List of Participants

Reference : None

To be indicated in the perpetual index under the following subjects:

CAPACITY BUILDING

NON-TEACHING

PERSONNEL

L.Tan/HRPERSONNEL/2024July08



Sitio Chloe, Brgy. Rizal, Sagay City, Negros Occidental
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LIST OF PARTICIPANTS

NO.	NAME	POSITION
1	April Jane T. Claro	Administrative Aide VI
2	Michael S. Paragoya	Administrative Aide VI
3	Princess D. Gargar	Administrative Aide VI
4	Manuel Mala-ay	Administrative Aide VI
5	Francis Ian G. Pandanduyan	Administrative Assistant II
6	Samdurrell B. Romo	Administrative Assistant II
7	Shonielee Moracca	Administrative Assistant II
8	Evamir D. Espiritu	Administrative Assistant III
9	Jonah A. Sabijon	Administrative Assistant III
10	Louiene Grace B. Macatual	Administrative Assistant III
11	Mary Ann S. Hernaez	Administrative Assistant III
12	Remil Castañeda	Administrative Assistant III
13	Nadine N. Puey	Administrative Assistant III
14	Manny M. Potestad	Administrative Officer I
15	Althessa Mae A. Jemar	Administrative Officer II
16	Angeli D. Hablo	Administrative Officer II
17	Catherine F. Son	Administrative Officer II
18	Cherry Bless S. Seposo	Administrative Officer II
19	Chrisse Anne J. Barcelona	Administrative Officer II
20	Christy V. Callao	Administrative Officer II
21	Claire Laurente	Administrative Officer II
22	Dainielle J. Villanueva	Administrative Officer II
23	Denny T. Manglar	Administrative Officer II
24	Donna Faye P. Soberano	Administrative Officer II
25	Dunamis R. Ganancial	Administrative Officer II
26	Grace Angelie P. Mañale	Administrative Officer II
27	Jasmine Hope Z. Aragon	Administrative Officer II
28	Jovi C. Espina	Administrative Officer II
29	Justine Mae C. Payas	Administrative Officer II
30	Kathreen M. Calinsag	Administrative Officer II
31	Lassy G. Delos Reyes	Administrative Officer II
32	Lovely Shame J. Gabayeron	Administrative Officer II
33	Mafe B. Jaranilla	Administrative Officer II
34	Mary Rose Faith L. Desales	Administrative Officer II
35	Raymond C. Casipong	Administrative Officer II
36	Ronald B. Aprecio	Administrative Officer II
37	Roselyn M. Geroldo	Administrative Officer II
38	Stephany G. Abiles	Administrative Officer II
39	Vincent N. Demaisip	Administrative Officer II
40	Yvone V. Niar	Administrative Officer II
41	Jade L. Vidal	Administrative Officer II
42	Pretzel A. Panolin	Administrative Officer II
43	Aimee C. Emnace	Administrative Officer IV-Cash
44	Ma. Leah Linda S. Tan	Administrative Officer IV-Personnel
45	Rhodora D. Desamparado	Administrative Officer IV-Records
46	Romie J. Osal	Administrative Officer IV-Supply
47	Noe B. Abdon	Administrative Officer V-Admin Services
48	Barbara Ann D. Tolentino	Attorney III
49	Jonah V. Uypico	Information Technology Officer I
50	Mark Anthony J. Tan	OIC-Asst. Schools Division Superintendent
51	Emalyn B. Demetita	Project Development Officer I
52	Gretchen C. Magbanua	Project Development Officer I
53	Stephanie Dane S. Salvador	Project Development Officer I
54	Vanessa Belle H. Alea	Project Development Officer I
55	Jorie Ardiente	Registrar

Program Management Team

1	Jerald Maglantay	Project Development Officer I
2	James Sabio	Project Development Officer II
3	Mark Lester Navarro	DRRM Support Staff
4	Dr. John Paolo Jaropillo	Dentist
5	Engr. Edward Martorillas	Engineer
6	Lisette Umadhay	Nurse