



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

08 October 2026

DIVISION MEMORANDUM

No. 093, s. 2026

**DIVISION ORIENTATION ON THE CONDUCT OF SCHOOL-BASED INDUCTION
PROGRAM FOR BEGINNING TEACHERS CUM CEREMONIAL
OATH-TAKING CEREMONY**

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Administrative Officers V
Public Schools District Supervisors
Public Elementary, Secondary, and Integrated School Heads
All Others Concerned

1. DepEd Order No. 43, s. 2017, titled "*Revised Guidelines on the Induction Program for Beginning Teachers*," underscores the importance of providing structured and systematic support to newly hired teachers as they transition into the teaching profession. This policy outlines the School-Based Induction Program for Beginning Teachers (IPBT) as a mechanism to address the unique needs of beginning teachers.
2. To enhance the effective implementation of the School-Based IPBT, the Schools Division Office of Marinduque, through the School Governance and Operations Division-Human Resource Development Section under Project Quality HRD – NOVICE (*Newcomer Onboarding and Valuable Induction for Classroom Educators*), will conduct the **Division Orientation on the Conduct of School-Based Induction Program for Beginning Teachers cum Ceremonial Oath-Taking Ceremony** on **November 28, 2026** at the **Balar Hotel and Spa, Balarang, Boac, Marinduque**.
3. This learning and development activity is part of the three-year induction program for beginning teachers designed to equip them, their mentors, and their school heads with the necessary skills and knowledge to effectively implement the School-Based IPBT. Specifically, it aims to:
 - a. facilitate a smoother transition for beginning teachers into the DepEd system;
 - b. improve the mentoring skills of school heads and IPBT mentors through consistent utilization of the IPBT resources; and
 - c. provide structured support and guidance to beginning teachers during the critical early years of teaching to reduce teacher turnover rates.
4. Participants in this activity are newly hired teachers in the Schools Division of Marinduque from October 2025 to August 2026. Furthermore, concerned schools are

also required to send one (1) IPBT mentor to attend the said orientation. They are requested to participate in business attire.

5. All participants, resource speakers, and members of the Program Management Team (PMT) shall accomplish the online profiling on or before November 20, 2026, 5:00 PM through bit.ly/3U74QAe. Any correction in name, position, and/or official station shall be made in their accomplished profiles. This training shall follow the "No Profile = No Certificate" policy in accordance with Division Memorandum No. 42, s. 2025.

6. Pursuant to DepEd Order No. 013, s. 2024, teachers whose attendance in authorized activities falls on weekends, holidays, class suspensions, or school breaks shall be entitled to Vacation Service Credits (VSCs), subject to existing rules and regulations. In this regard, the Administrative Officer II assigned to the respective schools of the participants shall assist in the processing and facilitation of the applicable VSC claims and supporting documents. Meanwhile, non-teaching and related-teaching personnel shall be granted Compensatory Time-Off (CTO) pursuant to existing CSC-DBM guidelines.

7. Expenses incurred for the activity shall be charged to the 2026 Division HRD Fund, subject to existing accounting and auditing rules and regulations. Meanwhile, travel expenses of participants may also be charged to the school's local funds and other funds intended for learning and development, subject to the availability of funds and existing accounting and auditing rules and regulations.

8. The following documents are enclosed for reference:
a. Enclosure 1: List of Participants
b. Enclosure 2: List of Resource Persons and Program Management Team
c. Enclosure 3: Activity Matrix

9. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through kyledavid.atienza@deped.gov.ph.

10. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

RONNIE S. MALLARI, PhD, CESO III
Regional Director
Concurrent Officer-in-Charge
Office of the Schools Division Superintendent

Encls: As stated
References: DepEd Order No. 43, s. 2017
DepEd Order No. 11, s. 2019

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

EMPLOYEES ORIENTATION TEACHERS
SGOD-HRDS/KDA
Division Orientation-on-School-Based-Induction-Program-for-Beginning-Teachers-cum-Ceremonial-Oath-Taking-Ceremony/October 8, 2026



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Email: marinduque@deped.gov.ph
Website: <https://depedmarinduque.com>

LIST OF PARTICIPANTS

*Division Orientation on the Conduct of School-Based Induction Program
for Beginning Teachers cum Ceremonial Oath-Taking Ceremony*

NAME	POSITION	SCHOOL	DISTRICT
1. April Joy H. Jalimbawa	Teacher I	Pawa Elementary School	Boac North
2. <i>Identified IPBT Mentor</i>			
3. Herman J. Laton	Teacher I	Hinapulan Elementary School	
4. <i>Identified IPBT Mentor</i>			
5. Rochelle M. Linga	Teacher I	Mahinhin Elementary School	
6. Sheila Mae M. Llena	Teacher I		
7. Margarette M. Maaño	Teacher I		
8. Ma. Lourlyn M. Manalo	Teacher I		
9. Eden L. Solas	Teacher I		
10. <i>Identified IPBT Mentor</i>			
11. Maricar L. Luci	Teacher I	Tumagabok Elementary School	
12. Mark Anthony C. Mesqueriola	Teacher I		
13. <i>Identified IPBT Mentor</i>			
14. Jellie O. Anaya	Teacher I	Balaring-Caghangao Elementary School	Boac South
15. <i>Identified IPBT Mentor</i>			
16. Lyciah May L. Castillo	Teacher I	Bamban Elementary School	
17. Olga D. Luarca	Teacher I		
18. <i>Identified IPBT Mentor</i>			
19. Rosalie M. Jardiniano	Teacher I	Boi Elementary School	
20. Jessica L. Maling	Teacher I		
21. Michelle N. Mampusti	Teacher I		
22. <i>Identified IPBT Mentor</i>			
23. Michelle M. Fabrigas	Teacher I	Canat Elementary School	
24. <i>Identified IPBT Mentor</i>			
25. Ma. Judith Nelsie M. Natal	Teacher I	Binunga Elementary School	
26. <i>Identified IPBT Mentor</i>			
27. Emmanuel L. Regis	Teacher I	Tambunan Integrated School	
28. <i>Identified IPBT Mentor</i>			
29. Arlene May T. Jordan	Teacher I	Bicas-Bicas Elementary School	Buenavista
30. Joycelyn M. Sapungan	Teacher I		
31. <i>Identified IPBT Mentor</i>			
32. Mabel S. Layas	Teacher I	Binunga Elementary School	
33. <i>Identified IPBT Mentor</i>			
34. Andrea Louise S. Asuncion	Teacher I	Bangbang National High School	Gasan
35. Brendth J. Constantino	Teacher I		
36. Berna Jean M. Fellizar	Teacher I		
37. <i>Identified IPBT Mentor</i>			
38. Ginalyn R. Motol	Teacher I	Paciano A. Sena MHS	

39. Identified IPBT Mentor			
40. Maridel D. Saguid	Teacher I	Tiguion National High School	
41. Identified IPBT Mentor			
42. Liezel V. Zoleta	Teacher I	Gaspar Elementary School	
43. Identified IPBT Mentor			
44. John Cornelius M. Lazarte	Teacher I	Bognuyan National High School	
45. Identified IPBT Mentor			
46. Marie Pearl M. Ganibo	Teacher I	Sayao Elementary School	Mogpog
47. Identified IPBT Mentor			
48. Charmaine D. Jornadal	Teacher I	Mampaitan Elementary School	
49. Maebelle M. Livelo	Teacher I		
50. Identified IPBT Mentor			
51. Hannah L. Ladlad	Teacher I	Lamesa Elementary School	
52. Identified IPBT Mentor			
53. Cristhell An N. Leal	Teacher I	Mogpog National Comprehensive High School	
54. Identified IPBT Mentor			
55. Wiendly L. Minga	Teacher I	Argao Elementary School	
56. Identified IPBT Mentor			
57. Charmaine M. Mayo	Teacher I	Tarug Elementary School	
58. Charmine M. Nardo	Teacher I		
59. Identified IPBT Mentor			
60. Joan V. Palatino	Teacher I	Putting Buhangin National High School	
61. Dennis R. Retardo	Teacher I		
62. Identified IPBT Mentor			
63. Reghine M. Pantoja	Teacher I	Mendez Elementary School	
64. Identified IPBT Mentor			
65. Wylene D. Panuculan	Teacher I	Hinanggayon Elementary School	
66. Identified IPBT Mentor			
67. Jesseca H. Villanueva	Teacher I	Hinadharan Elementary School	
68. Identified IPBT Mentor			
69. Gina C. Baltazar	Teacher I	Tambangan Elementary School	Santa Cruz East
70. Identified IPBT Mentor			
71. Cristina D. Cha	Teacher I	Tambangan National High School	
72. Identified IPBT Mentor			
73. Rolando D. Profugo	Teacher I	Devilla Elementary School	
74. Identified IPBT Mentor			
75. John Rey R. Soriano	Teacher I	Haguimit Elementary School	
76. Identified IPBT Mentor			
77. Jenelyn R. De Pala	Teacher I	Kasily National High School	Santa Cruz North
78. Identified IPBT Mentor			
79. Merari R. Herrera	Teacher I	Dating Bayan Elementary School	
80. Identified IPBT Mentor			
81. Cristine Joy V. Villaruz	Teacher I	Hupi National High School	
82. Identified IPBT Mentor			

83. Margie R. Alcanzarin		Teacher I	Polo Elementary School	Santa Cruz South
84. Identified IPBT Mentor				
85. Kim Junel R. Medina		Teacher I	Polo National High School	
86. Vanessa P. Buiza		Teacher I		
87. Identified IPBT Mentor				
88. Abegail B. De Luna		Teacher I	Mongpong National High School	
89. Identified IPBT Mentor				
90. Bernadette P. Marquez		Teacher I	Gabaldon Elementary School	
91. Identified IPBT Mentor				
92. Karen B. Franco		Teacher I	Maniwaya Elementary School	
93. Marichel R. Peregrin		Teacher I		
94. Identified IPBT Mentor				
95. Marielle Anne R. Rodelas		Teacher I	Libjo Elementary School	
96. Identified IPBT Mentor				
97. Jolina Ann C. Briones		Teacher I	Nangka Elementary School	Torrijos
98. Identified IPBT Mentor				
99. Kooleen M. Carmona		Teacher I	Sibuyao National High School	
100. Rolanila R. Rubio		Teacher I		
101. Identified IPBT Mentor				
102. Roselie F. Minguillan		Teacher I	Sibuyao Elementary School	
103. John Carlo O. Regis		Teacher I		
104. Identified IPBT Mentor				
105. Jonabel R. Colopano		Teacher I	Bangwayin Elementary School	
106. Reccamar V. Francisco		Teacher I		
107. Roxan B. Garay		Teacher I		
108. Identified IPBT Mentor				
109. Adela M. Del Mundo		Teacher I	Buangan Integrated School	
110. Donna Liza E. Espinas		Teacher I		
111. Mary Grace P. Villavicencio		Teacher I		
112. Identified IPBT Mentor				
113. Deniese M. Delos Rios		Teacher I	Banukbok Primary School	
114. Identified IPBT Mentor				
115. Cherry Ann P. Fabrero		Teacher I	Kay Duke Primary School	
116. Identified IPBT Mentor				
117. Ernest G. Fortu		Teacher I	Malibago National High School	
118. Identified IPBT Mentor				
119. Kristine May F. Llante		Teacher I	Bayakbakin Elementary School	
120. Identified IPBT Mentor				
121. Adelmo M. Nambio Jr.		Teacher I	Torrijos Senior High School	
122. Identified IPBT Mentor				
123. Nancy R. Par		Teacher I	Poctoy National High School	
124. Myka M. Quijano		Teacher I		
125. Melanie M. Ricamara		Teacher I		
126. Identified IPBT Mentor				

127.	Diana Rose F. Pergis	Teacher I	Bolo Primary School
128.	<i>Identified IPBT Mentor</i>		
129.	Angelica V. Permejo	Teacher I	Bonliw National High School
130.	<i>Identified IPBT Mentor</i>		
131.	Roseann R. Pilar	Teacher I	Sinambahan Primary School
132.	<i>Identified IPBT Mentor</i>		
133.	Mariel A. Reyes	Teacher I	Suha Elementary School
134.	<i>Identified IPBT Mentor</i>		
135.	Allyzza A. Valencia	Teacher I	Maranlig National High School
136.	<i>Identified IPBT Mentor</i>		
137.	Sheina Joice G. Veleña	Teacher I	Cabuyo Elementary School
138.	<i>Identified IPBT Mentor</i>		

LIST OF PROGRAM MANAGEMENT TEAM MEMBERS

*Division Orientation on the Conduct of School-Based Induction Program
for Beginning Teachers cum Ceremonial Oath-Taking Ceremony*

NAME	POSITION	OFFICE	ROLE
1. Dr. Mabel F. Musa, CESO VI	Assistant Schools Division Superintendent	OSDS	Program Manager
2. Maita M. Lazares	Chief Education Supervisor	SGOD	Program Manager/ Resource Speaker
3. John M. Chavez	Chief Education Supervisor	CID	Learning Manager
4. Kyle David V. Atienza	Senior Education Program Specialist	SGOD	Learning Manager/ Resource Speaker
5. May Bernadeth O. De la Rosa	Administrative Officer V	OSDS	Resource Speaker
6. Maridell F. Hermosa	Administrative Officer IV	OSDS	Resource Speaker
7. Dr. Rica Mai O. Larga	Medical Officer III	SGOD	Welfare Officer
8. Dr. Fretzie P. Alcantara	Senior Education Program Specialist	SGOD	M&E Officer
9. Glaiza T. Palatino	Education Program Specialist II	SGOD	Learning Manager/ Documenter
10. Fatima M. Villanueva	Project Development Officer I	SGOD	Documenter
11. Ruby M. Tan	Administrative Officer IV	OSDS	Logistics Officer
12. Jane Carla J. Larraquel	Administrative Officer II	Laon ES	Secretariat
13. Cherrylou G. Morales	Administrative Officer II	Buliasnin ES	Secretariat

ACTIVITY MATRIX

*Division Orientation on the Conduct of School-Based Induction Program
for Beginning Teachers cum Ceremonial Oath-Taking Ceremony*

DATE AND TIME	DURATION	TOPIC / ACTIVITY	PERSON/S RESPONSIBLE
8:00-9:00 AM	60 mins	Arrival and Registration of Participants	Program Management Team
9:01-9:30 AM	30 mins	Opening Program: - Philippine National Anthem - Ecumenical Prayer - Bagong Pilipinas Hymn - SDO Marinduque Hymn - DepEd Quality Policy Statement - Messages - Reminders	Program Management Team
9:31-10:45 AM	75 mins	Session 1: New Rationalized Structure of the Department of Education	Mrs. Maita M. Lazares
10:46-11:00 AM	15 mins	Health Break	
11:01AM-12:00NN	60 mins	Session 2: Teacher's Benefits	Mrs. May Bernadeth O. De La Rosa/Mrs. Maridell F. Hermosa
12:01-1:00 PM	60 mins	Lunch Break	
1:01-2:00 PM	60 mins	Session 3: Curriculum Implementation	Mr. John M. Chavez
2:01-3:00 PM	60 mins	Session 4: Induction Program for Beginning Teachers	Mr. Kyle David V. Atienza
3:01-3:15 PM	15 mins	Health Break	
3:16-4:15 PM	60 mins	Closing Program: - Insights - Statement of Challenge - Acceptance of Challenge - Ceremonial Oath-Taking Ceremony - Photo Opportunity - Closing Remarks	Program Management Team
4:16-4:30 PM	15 mins	End-of-Day Evaluation	Program Management Team