



Republic of the Philippines  
**Department of Education**  
MIMAROPA Region  
SCHOOLS DIVISION OF MARINDUQUE



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD/Officer-In-Charge, CID  
Administrative Officer V, Administrative Services Unit  
Public Elementary and Secondary School Heads  
All Others Concerned

From:  **LYNN G. MENDOZA, EdD**  
OIC, Schools Division Superintendent 

Subject: **DIVISION CELEBRATION OF THE 123<sup>rd</sup> PHILIPPINE CIVIL SERVICE ANNIVERSARY CUM NATIONAL PEACE CONSCIOUSNESS MONTH**

Date: August 29, 2023

1. In observance of the celebration of the 123<sup>rd</sup> Philippine Civil Service Anniversary cum National Peace Consciousness Month in September 2023, this Office thru the School Governance and Operations Division – Human Resource Development Section, in coordination with the Division Gender and Development Focal Point System shall conduct different activities among SDO Marinduque-based personnel from September 1-30, 2023. These activities will focus on the importance of cultivating dynamism among government workers to foster sustainable management and strengthened organizational resilience anchored on the 10-year overarching theme of the Civil Service Commission that is, Transforming Public Service in the Next Decade: Honing Agile and Future-Ready Servant-Heroes.

2. The Division activities aim to:

- a. promote awareness among SDO Marinduque-based personnel on the significance of the anniversary celebration;
- b. instill love of nature by being advocate of environmental activities;
- c. reflect on one's moral and spiritual development; and
- d. develop strong solidarity among SDO Marinduque-based employees thru meaningful recreational activities

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SGOD-HRDS/ARF



T. Roque St., Malusak, Boac, Marinduque

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3. Participants in this activity are 108 SDO Marinduque-based Related-teaching and Non-teaching Personnel including Contract of Service, Casual, and Job Order Personnel.
4. Likewise, personnel in the field are also encouraged to hold their school-based activities guided by the weekly-themed events under the 2023 PCSA Calendar found at the CSC official website: **www.csc.gov.ph**.
5. The Division Information Officer (DIO)/School Information Officers (SIOs) are instructed to do the documentation (Narrative Report with photos) of their respective activities to be sent/uploaded to SGOD-HRDS official FB Page: **SGOD-Human Resource Development Section Marinduque** on or before October 6, 2023. All reports are to be properly indorsed and submitted to the Civil Service Commission Field Office – Marinduque.
6. The Schedule of Activities and List of SDO-based Personnel/Participants are found in Enclosure Nos. 1 and 2.
7. Immediate and wide dissemination of the contents of this Memorandum is desired.

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Enclosure No. 1 to Unnumbered Division Memorandum dated August 29, 2023

**SCHEDULE OF ACTIVITIES**

Division Celebration of the 123<sup>rd</sup> Philippine Civil Service Anniversary  
Cum National Peace Consciousness Month  
**September 1-30, 2023**

Activity	Date	Venue	In-Charge/Persons Involved
Thanksgiving Mass & Kick Off Program (123 <sup>rd</sup> Philippine Civil Service Anniversary and National Peace Consciousness Month)	September 1, 2023 (Friday)	New SDO Bldg. Lobby/Facade	Division/Office In-Charge of the Mass/SDO Marinduque-based Personnel
Participation in the Provincial Government of Marinduque's Motorcade & KickOff Program	September 4, 2023 (Monday)	<b>Motorcade</b> -Boac Cathedral going to Provincial Convention Center  <b>KickOff Program</b> -Provincial Convention Center	SDO Marinduque-based Personnel
Gawad-agad for SDO Marinduque-based Personnel (during the Flag-raising Ceremony)	September 11, 2023 (Monday)	SDO Marinduque Conference Hall	SGOD/SDO Marinduque-based Personnel
Participation in DENR's International Coastal Clean-Up Day	September 16, 2023 (Saturday)	TBA	SDO Marinduque-based Personnel
<b>"Bawat Kawani: Bigyan ng Pagkandili"</b> (Free Haircut, Manicure/Pedicure, Massage, Foot/Body Scrub)	September 20, 2023 (Wednesday)	SDO Marinduque Conference Hall	SGOD/Pre-registered SDO Marinduque-based Personnel
Moral and Spiritual Values Enhancement Activity cum SDO-Marinduque Family Day	September 30, 2023 (Saturday)	Within Boac, Marinduque	SGOD-HRDS/Different Committees/SDO Marinduque-based Personnel

HRDS/GFPS-ARF

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**Office of the Schools Division Superintendent**

Enclosure No. 2 to Unnumbered Division Memorandum dated August 29, 2023

**LIST OF SDO MARINDUQUE-BASED PERSONNEL/PARTICIPANTS**

Division Celebration of the 123<sup>rd</sup> Philippine Civil Service Anniversary  
Cum National Peace Consciousness Month  
September 1-30, 2023

<b>A. Office of the Schools Division Superintendent</b>	
<b>NAME</b>	<b>SEX</b>
1 LYNN G. MENDOZA, EdD	F
2 FELIX M. FAMARAN	M
3 LINESES, DIANA M.	F
4 LLENA, RANDY A.	M
5 LUCI, LORENA J.	F
6 SOL, LEONCIA S.	F
7 MAYANGITAN, ELIGIO ELIZER L.	M
8 JABAT, RAMIL	M
<b>LEGAL</b>	
1 PALMERO, AYZEL LEA R.	F
<b>ADMINISTRATIVE SERVICES</b>	
1 DE LA ROSA, MAY BERNADETH O.	F
<b>PERSONNEL</b>	
1 HISTORILLO, ROSE ANN O.	F
2 HERMOSA, MARIDELL F.	F
3 LABAYNA, SHERLY M.	F
4 LLENA, LUZVIMINDA M.	F

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5	MACUTONG, ANTHONY M.	M
6	MALVAR, JEROME L.	M
7	MERCENE, MELODY P.	F
8	ORILLA, HENSLY S.	F
9	BALANZA, NATHALIE L.	F
10	LABAGUIS, GLENN MARK J.	M
11	INGCO, ALMIRA C.	F
<b>CASH</b>		
1	ARCEO, ALELI L.	F
2	MADUROG, DONABELLE L.	F
3	MALELANG, ANNA MARIE H.	F
4	MALABUNGA, MICHELLE M.	F

<b>RECORDS</b>		
1	MERON, JINKY L	F
2	OLPOT, JENNELYN D.	F
<b>PROPERTY AND SUPPLY</b>		
1	TAN, RUBY M.	F
2	PAZ, GLYNIZ LIZETTE D.	F
3	FELLIZAR, JULIUS ALLEN L.	M
4	RIANZARES, PAUL ANGELO M.	M
<b>INFORMATION AND COMMUNICATIONS TECHNOLOGY</b>		
1	ZOLETA, DAVID JR. M.	M
<b>BUDGETING</b>		
1	INDING, CHRISTINE M.	F
2	MARASIGAN, ARLENE M.	F
3	DELA CRUZ, KRISTELE L.	F
<b>ACCOUNTING</b>		
1	MAGCAMIT, HONORIA H.	F
2	PASTRANA, JOHN DHELTER P.	M

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3	LADERAS, ROWENA P.	F
4	RAMIRO, VIVIAN N.	F
5	VERGARA, JANINE DC.	F
6	ROQUE, MARY JANE M.	F
<b>B. Schools Governance and Operations Division (SGOD)</b>		
1	ALCANTARA, FRETZIE P.	F
2	BRUAL, JOSEFINA P.	F
3	FAUNDO, ABET R.	M
4	LACERNA, BERNADITH R.	F
5	LAGRAN, MAYDA N.	F
6	LAZARES, MAITA M.	F
7	ATIENZA, KYLE DAVID V.	M

8	LOTO, EDGAR H.	M
9	MANAY, MA. CECILIA S.	F
10	MARTILLANO, OLIVER	M
11	MENDOZA, MELANIE M.	F
12	LUARCA, MARISOL O.	F
13	MORENO, ARNOLD M.	M
14	PALATINO, GLAIZA T.	F
15	RAYMUNDO, REY R.	M
16	SERRA, JEZREEL	M
17	EBORA, MA. CONCORDIA M.	F
18	JARDINIANO, PERRY N.	M
19	LASIC, WENDY P.	F
20	LASTRA, HERBART L.	M
21	MALABANA, ROWENA M.	F
22	MAMING, KYM LUZETTE S.	F
23	MOGOL, BENEDICTO R.	M
24	NARITO, JARRENCE S.	M

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25	ORACION, THESSIE P.	F
26	ORDILLANO, LOIDA M.	F
27	RAZA, JOY ELTONA N.	F
28	RODIL, EUGENIL L.	M
29	LARGA, RICA MAI O.	F
30	MEMBREBE, QUEZA RINA Q.	F
31	FATALLA, SUSAN M.	F
32.	LUSLOS, ANA MAE S.	F
33	IGLESIA, MARIA KRISTINE NICOLA D.	F
34	PEÑASCOSAS, SHENALYN P.	F
35	LLASOS, MELANIE M.	F
<b>C . Curriculum Implementation Division (CID)</b>		
1	ALCOBER, PABLITO L.	M
2	PEÑA, JAY P.	M
3	CHAVEZ, JOHN M.	M
4	CONSTANTINO, WARLITO P.	M
5	DELA CRUZ, ROLITO M.	M

6	MOGOL, CHARMAIN J.	F
7	LABAY, MYRA R.	F
8	PERLAS, ELVIN C.	F
9	MARCIANO, JOSEPHINE V.	F
10	MAZO, AUREA L.	F
11	MUTYA, MICHELLE M.	F
12	RAZA, CRISTINA R.	F
13	REGENCIA, FLORIE M.	F
14	RICOHERMOSO, MARIA LOURDES P.	F
15	RUALO, NESTOR T.	M
16	SAET, MA. SHIELA S.	F
17	RECTO, CHONA S.	F
18	SAPORNA, JOHN MARK S.	M

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19	SORE, JELLY L.	F
20	VASCO, CONSTANCIA R.	F
21	RIVAMONTE, MARIAM B.	F
22	LINCALLO, MARIDEL G.	F
23	DE SENA, DINGSON A.	M
<b>Casual/Job Order</b>		
1	NACAWILI, AUDIE	M
2	MALACAS, JOEL	M
3	LORES, BENEDICT	M
4	MALIMATA, IRENE	F
5	DE SILVA, JEFRELLE F.	M
6	MUTYA, MARVIN	M
7	LABAGUIS, KELVIN J.	M
8	DE CASTRO, ANGELICA R.	F
9	SAJUL, DARIO	M

FEMALE: 69

MALE: 39

TOTAL: 108

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