



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division Superintendent

5 JAN 2023

DIVISION MEMORANDUM

No. 07, s. 2023

**ONE-DAY ORIENTATION FOR ADMINISTRATIVE OFFICERS II ON THE UPDATED
KRA**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Schools District Supervisors / Districts-In-Charge
Administrative Officers II
All Other Concerned

1. This office informs all concerned personnel (see attached list) of the **One-Day Orientation for Administrative Officer II on the Updated KRA** on January 10, 2023 at Hotel Palwa, Locsin St., Dumaguete City. The activity will start at 8:00am until 5:00pm.
2. This activity aims to disseminate to the Administrative Officers II of their updated duties and responsibilities as provided in their new Key Results Area.
3. Breakfast, lunch and 2 snacks will be served during the activity. Travelling and other incidental expenses relative to this activity may be charged against school MOOE and other local funds subject to the usual accounting and auditing rules and regulations.
4. This serves as your **Travel Authority / Authority to Travel**.
5. Immediate dissemination and compliance of this Memorandum is desired.

By the Authority of the Schools Division Superintendent:


MARCELO K. PALISPIS, EdD, JD

OIC-Office of the Asst. Schools Division Superintendent
Office-In-Charge

SPP/JMA-MKP-NLR/LBY/ruby


**LIST OF PARTICIPANTS FOR THE ONE-DAY ORIENTATION ON FOR AO II ON THE
UPDATED KRA
January 10, 2023**

<u>NAME</u>	<u>DISTRICT</u>
1. Muhammad Nassif D. Arnani	Ayungon I
2. Honeylyn F. Cadiente	Ayungon II
3. Celeste M. Real	Bindoy I
4. Russel V. Kho	Bindoy II
5. Maria Estrellita D. Calidguid	Manjuyod I
6. Harvey B. Cati-an	Manjuyod II
7. Marie Teresett S. Tabaranza	Tayasan I
8. Susie James B. Delegero	Tayasan II
9. Francis James T. Bailado	Jimalalud
10. Maresthel D. Abellar	Jimalalud
11. Kathleen Mae A. Tequillo	La Libertad
12. Valentino Z. Dael	La Libertad
13. Regina Rose O. Rendal	Amlan
14. Freda S. Machica	Amlan
15. Josephine Delvo	Mabinay I
16. Marichelle A. Askin	Mabinay
17. Dan Josyl F. Cabual	Mabinay
18. Queen Larein V. Lomoljo	Mabinay
19. Joanah Vic B. Sandoval	San Jose
20. Maybelle B. Gomez	San Jose
21. Margie B. Abrio	Sibulan I
22. Clarisse E. Herrera	Sibulan I
23. Genbe B. Broce	Sibulan I
24. Maria Antonia A. Barandog	Sibulan II
25. Josephine B. Dampog	Sibulan II
26. Julius Paul B. Partosa	Sibulan II
27. Maelen B. Quibol	Sibulan II
28. Vida E. Estrada	Bacong
29. Juanito Kadusale, Jr.	Bacong
30. Rex Rodrigo T. Tindoc	Bacong
31. Marife T. Alaban	Dauin
32. Melanie R. Alam	Dauin
33. Rowina A. Abines	Dauin
34. Lilia S. Bantoto	Siaton I
35. Honey Shane T. Luce	Siaton I
36. Germalina V. Alatan	Siaton I
37. Hilda S. Futralan	Siaton II
38. Rubelyn Q. Repasa	Siaton II
39. Luaralei G. Repollo	Siaton III
40. Jessica Villan	Sta. Catalina I
41. Abelbeth G. Abequibel	Sta. Catalina II
42. Jaigen P. Laguardia	Sta. Catalina III
43. Vanessa Saycon	Sta. Catalina IV
44. Crismar L. Noblefranca	Valencia
45. Pacita C. Tilos	Valencia
46. Jennifer Ventolero	Zamboanguita I
47. Liezl B. Bangalando	Zamboanguita II
48. Amabel Herrera	Division Office
49. Phoebe Jean Sagolili	Division Office
50. Ma. Irene Cecilia Elemia	Division Office