



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division Office of Negros oriental

**Office of the Schools Division
Superintendent**

22 FEB 2023

DIVISION MEMORANDUM


No. 124, s. 2023

**WORKSHOP ON THE ESTABLISHMENT AND FORMULATION
OF PROCESS FLOW FOR SPECIAL CASES
(GUIDANCE, SCHOOL HEALTH & DRRM)**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Division Education Program Supervisors & Division Coordinators
Public Schools District Supervisors/ District In-Charge
Elementary and Secondary School Heads
All Others Concerned

1. The Schools Division of Negros Oriental thru the School Governance & Operations Division (SGOD) Guidance Program, School Health Section and the Disaster Risk Reduction Management (DRRM) will conduct a 2-day **Workshop on the Establishment and Formulation of Process Flow for Special Cases** on March 6-7, 2023 at Plaza Maria Luisa Suites Inn, Dumaguete City.
2. Participants (please see attached list) are directed to bring laptop and to be in the venue on or before 8:00 am.
3. Food (breakfast, lunch and 2 snacks) shall be charged to HRTD funds 2023, while travelling and other incidental expenses of the participants and facilitators shall be charged to School MOOE and other local funds, subject to the usual accounting and auditing rules and regulations.
4. This serves as **TRAVEL ORDER**.
5. For Technical Assistance you may contact Ms. Iryll through (035) 225-6180.
6. For the information and compliance of all concerned.

By the Authority of the Schools Division Superintendent:


RACHEL B. PICARDAL EdD
Chief Education Supervisor- SGOD
Office In-Charge 2/22/2023



SPP/JMA-MKP-NLR/SGOD/RBP/Ms.Iryll2023
February 22, 2023

Address:Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.:(035)225-2838 / 225-0667 / 422-7644

**WORKSHOP ON THE ESTABLISHMENT AND FORMULATION
OF PROCESS FLOW FOR SPECIAL CASES
(GUIDANCE, SCHOOL HEALTH & DRRM)**

March 6-7, 2023

Facilitators: Plaza Maria Luisa Suites Inn/ MS TEAMS

CONSULTANTS	
MR. SENEN PRISCILLO P. PAULIN, CESO V	SDS
DR. NILITA L. RAGAY	OIC-ASDS
DR. JOELYZA M. ARCILLA	OIC-ASDS
DR. MARCELO K. PALISPIS	OIC-ASDS
DR. RACHEL B. PICARDAL	CHIEF, SGOD

LEARNING FACILITATORS/ TECHNICAL WORKING GROUP	
DR. RACHEL B. PICARDAL	CHIEF, SGOD
IRYLL MAE S. MACAHIG	SEPS- HRDS DIVISION GUIDANCE COORDINATOR
DR. KARINA LOUISE B. DE LA CRUZ	MEDICAL OFFICER III
JOSEPH R. GEMINA	PDO II- DRRM
ROSYL GERALDINE M. PARTOSA, RGC	GUIDANCE SPECIALIST II- SAN JOSE DISTRICT HG MODULE WRITER

KATHLEEN D. OMOSO, RGC	GUIDANCE SPECIALIST I- SIBULAN 1 DISTRICT
MILAGROS V. ENOG, RGC	GUIDANCE COUNSELOR II- BACONG DISTRICT
FELIX III D. MOSQUEDA	NURSE II NURSE IN-CHARGE
PARTICIPANTS	
MARICHYLE P. LAJATO	GUIDANCE COUNSELOR I- NOHS
MARIA JEZREELA R. KINKITO	GUIDANCE COUNSELOR I- SIATON 2 DISTRICT
MARY JUDITH R. CUEVAS	GUIDANCE COUNSELOR I- DAUIN DISTRICT
PELLUCHIE S. MANILA	GUIDANCE COUNSELOR I- VALENCIA DISTRICT
JONALYN A. TOLETE	GUIDANCE COUNSELOR I- MANJUYOD 2 DISTRICT
AMALIA G. BAROT	NURSE II
FARREN LEIGH Y. HABABAG	NURSE II
KENNITH C. MISAMIS	NURSE II
BRENT JOHN D. TRASMONTE	NURSE II
JEOFREDO C. DAYUDAY	DRRM COORDINATOR- BINDOY 2 DISTRICT
GLENN B. EMBALSADO	DRRM COORDINATOR- AYUNGON 1 DISTRICT
ALBERTO M. ECHAVES	DRRM COORDINATOR- STA. CATALINA 3 DISTRICT
NESTOR D. LOCARIO	DRRM COORDINATOR- SIBULAN 2 DISTRICT
MARLON T. VILLALUZ	DRRM COORDINATOR- SIBULAN 1 DISTRICT

TECHNICAL WORKING GROUP (TWG)

REMYLIN V. GAOGAO	ITO- DIVISION OFFICE
DR. GERALDINE B. OLMILLO	EPS II- HRDS
NINONITO D. DIVINO	ICT SECTION
ROY CADINAS	DIVISION OFFICE