



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
NO. 130 s. 2021

24 FEB 2021

**SEMINAR – WORKSHOP OF PERSONNEL IN-CHARGE OF E-FORM 7, R.A 9710
MAGNA CARTA OF WOMEN AND OTHER HUMAN RESOURCE ACTIONS**

TO: Assistant Schools Division Superintendents
Division Chiefs
Public School District Supervisors/ District In-Charge
Public Elementary/Secondary School Heads
All Others Concerned

1. This is to inform the field that a three (3) day Seminar – Workshop of Personnel In-Charge of E-Form 7, R.A 9710 Magna Carta of Women and other Human Resource Actions will be held on March 1-3, 2021 at the GSP Building, Dumaguete City.
2. In view hereof, Public Schools District Supervisors/DICs are requested to send one (1) E-form 7 Administrative Assistant/Personnel In-Charge per District and one per Secondary Implementing Schools
3. Participants of the said activity are required to be in the venue before 8:00 AM. Breakfast will be served at 7:30 AM.
4. Expenses for breakfast, AM & PM snacks and lunch shall be charged against GAD Funds while travelling, lodging and other incidental expenses of the participants shall be charged against District/School MOOE/ local funds subject to the usual accounting and auditing rules and regulations.
5. Participants are strictly required to wear face mask and face shield at all time during the Seminar-Workshop.
6. Immediate dissemination of this Memorandum is desired.
7. This memorandum serves as TRAVEL ORDER.

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SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
2/24/2021

SPP/NLR/Adsp/LBY/jad
February 24, 2021



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**PARTICIPANTS FOR THE
SEMINAR - WORKSHOP OF PERSONNEL IN-CHARGE OF E-FORM 7,
R.A 9710 MAGNA CARTA OF WOMEN AND OTHER HUMAN RESOURCE
ACTIONS ON MARCH 1-3, 2021**

	DISTRICTS	NO. OF PARTICIPANTS
1	Canlaon I	1
2	Canlaon II	1
3	La Libertad I	1
4	La Libertad II	1
5	Jimalalud	1
6	Tayasan I	1
7	Tayasan II	1
8	Ayungon I	1
9	Ayungon II	1
10	Bindoy I	1
11	Bindoy II	1
12	Manjuyod I	1
13	Manjuyod II	1
14	Mabinay I	1
15	Mabinay II	1
16	Mabinay III	1
17	Mabinay IV	1
18	Amlan	1
19	San Jose	1
20	Sibulan I	1
21	Sibulan II	1
22	Valencia	1
23	Bacong	1
24	Dauin	1
25	Zamboanguita	1
26	Siaton I	1
27	Saiton II	1
28	Siaton III	1
29	Siaton IV	1
30	Sta. Catalina I	1
31	Sta. Catalina II	1
32	Sta. Catalina III	1
33	Sta. Catalina IV	1
IMPLEMENTING SCHOOLS		
1	AMLAN NHS	1
2	AYUNGON NHS	1
3	CASIANO NAPIGKIT NHS	1
4	DAUIN NHS	1
5	DEMETRIO L. ALVIOLA NHS	1
6	DON EMILIO MACIAS NHS	1
7	JIMALALUD NHS	1
8	JOSE B. CARDENAS MHS	1
9	JOSE MARIE LOCSIN MHS	1
10	LA LIBERTAD TVHS	1

11	MABINAY NHS	1
12	MANJUYOD NHS	1
13	MARIA MACAHIG NHS	1
14	NEGROS ORIENTAL HS	1
15	SANTIAGO DELMO MHS	1
16	SIATON NHS	1
17	SIBULAN NHS	1
18	TAMBO NHS	1
19	TAYASAN NHS	1
20	VALENCIA NHS	1

FACILITATORS

	Name	Schools/Position
1	Lani B. Yurong	Administrative Officer V - SDO
2	Jian A. Diaz	Administrative Officer IV - SDO
3	Ryan Villavicencio	Administrative Officer V – Bais City Division
4	Tara Gay S. Dapat	Administrative Officer IV - SDO
5	Marichyle P. Lajato	Guidance Counselor - NOHS
6	Marjorie D. Porcina	Legal Assistant - SDO
7	Mary Rose T. Villavicencio	Payroll Officer - SDO
8	Marie Jean Nanette F. Buenafe	Administrative Officer II - SDO
9	Mayette S. Reyes	Administrative Assistant III - SDO
10	Fe Rizalind S. Kilat	Administrative Assistant II - SDO
11	Jason A. Fermiza	Administrative Assistant II - SDO
12	Geevie O. Avenido	Administrative Aide VI -SDO
13	Razel B. Katada	Administrative Assistant II - SDO
14	Junica Stephanie N. Currell	Administrative Aide I - SDO