



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

June 7, 2023

DIVISIONAL MEMORANDUM

No. 166, s. 2023

ORIENTATION-SEMINAR OF THE NEWLY HIRED TEACHERS FOR CY 2023

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Elementary/Secondary School Heads/Department Heads
All Others Concerned
This Division

1. To guide the newly hired teaching personnel in seamlessly immersing themselves to the public school system and help them boost their teaching morale, this Office shall conduct a 4-day Orientation-Seminar for the Newly Hired Teachers for CY 2023 at the Division Training Hall, IBJT Compound, Carangan, Ozamiz City on July 20, and 21, July 27 and 28, 2023.
2. The 4-day orientation program is aimed at:
 - a. communicating for understanding and appreciation the DepEd mandates, vision, mission, core values, strategic direction, organizational structure and objectives of the organization;
 - b. identifying practices that uphold the dignity of teaching as a profession by exhibiting qualities such as caring attitude, respect and integrity;
 - c. describing the roles, rights, responsibilities, obligations, and accountabilities as a teacher;
 - d. explaining ways on how to constructively ensure learning-focused environments; and
 - e. applying knowledge in selecting, developing, organizing and using appropriate teaching and learning resources to address learning goals.
3. The participants to this activity are the elementary, junior high and senior high school teachers hired in the last quarter of CY 2022 and first two quarters of Calendar Year 2023, *see attached enclosure A for the list of participants.*
4. The activity shall start at 8:00 a.m. and end at 5:00 p.m., *see attached enclosure B for the program of activities with the corresponding names of speakers and facilitators.*



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: deped1miz@gmail.com

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5. NO registration fee is required from the participants. Expenses to be incurred relative to the conduct of the activity such as training materials, lunch and snacks of the participants, speakers/facilitators and other incidental expenses shall be charged against 2023 Human Resource Development (HRD) Fund.
6. The participation of the newly hired teaching personnel to the orientation-seminar is in adherence to this Office's Implementation of the Equal Opportunity Policy (EOP) as stipulated in Division Memorandum No. 111-B, s. 2018, that there is no discrimination on account of age, gender sexual orientation, civil status, disability, religion, political affiliation, among others.
7. Queries regarding this matter may be channeled to Mary Joy G. Doromal, SEPS-HRD, Adda Liza J. Saquin, AO IV-Personnel, and Jeanelei L. Carolino, EPS II-HRD.
8. This Office directs the immediate and wide dissemination of this Memorandum to all personnel concerned.

NIMFA R. LAGO, CESO VI

Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Pp: **DIONESIO L. LIWAGON, JR., CESE** *gd*
OIC, Assistant Schools Division Superintendent

Attachment: As stated
To be indicated at the Perpetual index
Under the following subjects:

ORIENTATION PROGRAM

NEWLY HIRED TEACHING PERSONNEL

JLC/DM 2023 Orientation Program for the Newly Hired Teachers (Tranche 1) for CY 2023
_____/June 7, 2023



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ORIENTATION-SEMINAR OF THE NEWLY HIRED TEACHERS FOR CY 2023

Division Training Hall
 IBJT Compound, Carangan, Ozamiz City
 July 20-21 and July 27-28, 2023
 8:00 a.m. to 5:00 p.m.

LIST OF PARTICIPANTS/SPEAKERS/FACILITATORS AND SUPPORT STAFF

PARTICIPANTS			
No.	Name	Sex	Position
1	Amacna, Emma Loraine C.	F	Teacher I
2	Amorcillo, Dea Kever S.	F	Teacher I
3	Amores, Kristel Jane G.	F	Teacher I
4	Baul, Justine May S.	F	Teacher I
5	Benavente, Nilfe F.	F	Teacher I
6	Bermudo, Krystelle A.	F	Teacher I
7	Cabugas, Mariel R.	F	Teacher II
8	Cabugas, Zenia Jean S.	F	Teacher I
9	Calahat, Clyza L.	F	Teacher I
10	Cano, Jonalyn E	F	Teacher I
11	Colanggo, Charloth D.	F	Teacher I
12	Dumon, Peggy M.	F	Teacher I
13	Engracia, Jyra B.	F	Teacher I
14	Gabica, Marjorie A.	F	Teacher I
15	Gacasan, Geneva S.	F	Teacher I
16	Guzman, Jessa Mae H.	F	Teacher I
17	Hinagdanan, Rhonell G.	M	Teacher I
18	Jalalon, Analou A.	F	Teacher I
19	Jimenez, Mary Chris T.	F	Teacher I
20	Kilat, Justine Jade M.	F	Teacher I
21	Laguna, Sheena T.	F	Teacher I
22	Lumaras, Eddie Jr., A.	M	Teacher I
23	Montargo, Jonry M.	M	Teacher I



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PARTICIPANTS			
No.	Name	Sex	Position
24	Moreno, Anna Marie B.	F	Teacher I
25	Munasque, Cheryl C.	F	Teacher I
26	Navarez, Charlene C.	F	Teacher I
27	Omisol, Michelle C.	F	Teacher I
28	Palad, Richille S.	F	Teacher II
29	Palanas, Mae A.	F	Teacher I
30	Pamotongan, Ritchel Y.	F	Teacher I
31	Patana, Lezlie J.	F	Teacher I
32	Quiber, Maria Chakie Rose R.	F	Teacher I
33	Regalado, John Leo R.	M	Teacher I
34	Remerata, Angelie B.	F	Teacher I
35	Sayre, Jenelyn F.	F	Teacher I
36	Tadlas, Jennifer B.	F	Teacher I
37	Taga-an, Dhanna Jean P.	F	Teacher I
38	Tamos, Crisiel Jane B.	F	Teacher I
39	Tarculas, Catherine Rose	F	Teacher I
40	Villato, Jobert John F.	M	Teacher I
41	Ybanez, Rossel G.	F	Teacher I





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SPEAKERS / FACILITATORS				
No.	Name	Sex	Position	Station
42.	Nimfa R. Lago, CESO VI	F	SDS	OSDS
43.	Dionesio L. Liwagon, Jr., CESE	M	ASDS	OSDS
44.	Susan Epifania B. Carpio	F	Chief ES, SGOD	SGOD
45.	Anacleta A. Gacasan	F	Chief ES, CID	CID
46.	Atty. Vincent Sheldon A. Zabala	M	Attorney III	OSDS
47.	Alice Fe C. Paderanga, MD	F	Medical Officer III	SGOD
48.	Joel T. Aclao	M	PSDS	CID
49.	Jasmine I. Gaogao	F	PSDS	CID
50.	May P. Edullantes	F	EPS I	CID
51.	Rowell C. Villarubia	M	EPS I	CID
52.	Federico B. Araniego, Jr.	M	EPS I	CID
53.	Rose Mary R. Abapo	F	EPS I	CID
54.	Jed Mae F. Coronel	F	EPS I	CID
55.	Letecia D. Tatoy	F	EPS I	CID
56.	Imelda D. Pongase	F	EPS I	CID
57.	Eulalio S. Rupinta	M	EPS I	CID
58.	Angelita M. Maribojoc	F	EPS I	CID
59.	Luisander C. Luy	M	EPS I	CID
60.	Dorothy Joy B. Yting	F	AO V	OSDS
61.	Adda Liza J. Saquin	F	AO IV	OSDS
62.	Maricel D. Avila	F	Accountant III	OSDS
63.	Arlene C. Via	F	SEPS	SGOD
64.	Ell June S. Abucay	M	PO	SGOD
65.	Mary Joy G. Doromal	F	SEPS	SGOD
66.	Jeanelei L. Carolino	F	EPS II	SGOD
67.	Querino D. Lonsagon	M	MT II	Tabid NHS
68.	Luzviminda P. Tirol	F	MT II	San Antonio ES





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SPEAKERS / FACILITATORS				
No.	Name	Sex	Position	Station
69.	Rosalyn M. Lato	F	SEPS	SGOD
70.	Christine M. Rigodon	F	PDO I	SGOD
71.	Samie B. Aso	M	EPS II	SGOD
72.	Regie A. Cathedral	M	ITO I	OSDS
73.	Arphil John A. Madeja	M	J.O.	OSDS
74.	Eduardo O. Balili	M	J.O.	OSDS
75.	Rosnie T. Trumpeta	F	J.O.	OSDS
76.	Michie C. Ocaya	F	J.O.	OSDS



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 IBJT Compound, Carangan, Ozamiz City
 July 20-21 and July 27-28, 2023
 8:00 a.m. to 5:00 p.m.

Indicative Program of Activities

Day 1

Time	Activity	In-charge
Day 1 (July 20, 2023) Thursday		
Preliminary Activities		
8:00 a.m.- 8:30 a.m.	Opening Prayer	AVP
	Philippine National Anthem	AVP
	Acknowledgement of Participants, Statement of Purpose, and Words of Welcome	Dorothy Joy B. Yting AO V - Admin. Services
	Message	Nimfa R. Lago, PhD, CESO VI Schools Division Superintendent
Session Proper		
8:30 a.m.- 9:30 a.m.	Session 1 DepEd's Mandate, Vision, Mission, Core Values and Strategic Directions	Dionesio L. Liwagon, Jr., CESE Asst. Schools Division Supt.
9:30 a.m.- 9:35 a.m.	Health Break	
9:35 a.m. - 10:40 a.m.	Session 2 DepEd Organizational Structure and Processes and Relevant Laws for Teachers	Susan Epifania B. Carpio Chief ES, SGOD
10:40 a.m. -11:45 a.m.	Session 3 Policies on Promotion and Opportunities for Progression	Anacleta A. Gacasan Chief ES, CID
11:45 a.m.- 12:00 noon	OPEN FORUM	Facilitators
NOON BREAK		
12:55 p.m. -1:00 p.m.	Unfreezing Activities	
1:00 p.m.- 2:15 p.m.	Session 4 Salaries, Wages and Benefits of Teachers	Maricel D. Avila Accountant III





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2:15 p.m. - 3:00 p.m.	Session 5 Financial Practices and Habits of a Public School Teacher	Querino D. Lonsagon Master Teacher II Tabid National HS
3:00 p.m. - 4:00 p.m.	Session 6 Rekindling Teaching as a Passion in the Eyes of a Multi-Awarded Teacher	Luzviminda P. Tirol Master Teacher II San Antonio ES
4:00 p.m. - 4:55 p.m.	Session 7 Teaching Demonstration for K-3 Learners	K-3 Teacher
4:55 p.m. - 5:00 p.m.	OPEN FORUM QAME/REFLECTION	
Officers of the Day	Jeanelei L. Carolino and Mary Joy G. Doromal	





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Indicative Program of Activities
Day 2

Time	Activity	In-charge
Day 2 (July 21, 2023) Friday		
7:45 a.m. - 8:00 a.m.	Management of Learning (MoL)	
8:00 a.m. - 11:00 a.m.	Session 8 Employee Discipline and Social Media Ethics	Atty. Vincent Sheldon A. Zabala Attorney III
	Session 9 Code of Ethics for Professional Teachers	
11:00 a.m. - 11:05 a.m.	Health Break	
10:10 a.m.- 12:00 noon	Session 10 Government Working Hours and Leave Benefits and Associated Processes	Dorothy Joy B. Yting AO V-Admin. Services
NOON BREAK		
12:55 p.m.- 1:00 p.m.	Unfreezing Activities	
1:00 p.m. - 2:00 p.m.	Session 12 Positive Discipline in the Workplace	Arlene C. Via SEPS-Soc.Mob.Net
2:00 p.m.- 3:00 p.m.	Session 13 Health and Wellness of Public School Teachers	Alice Fe C. Paderanga, MD Medical Officer III
3:00 p.m.- 4:00 p.m.	Session 14 Philippine Professional Standards for Teachers (PPST)	Mary Joy G. Doromal SEPS-HRD
4:00 p.m.- 4:40 p.m.	Session 15 Teaching Demonstration (Grade 4 to Grade 6 Learners)	Grade 4-6 Teacher
4:40 p.m.- 5:00 p.m.	OPEN FORUM Q&A/REFLECTION	
Officers of the Day	Jeanelei L. Carolino and Mary Joy G. Doromal	





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Indicative Program of Activities
Day 3

Time	Activity	In-charge
Day 3 (July 27, 2023) Thursday		
7:45 a.m. - 8:00 a.m.	Management of Learning (MOL)	
8:00-a.m.- 9:00 a.m.	Session 16 Roles, Responsibilities and Obligations of Teachers as Facilitators of Learning	Joel T. Aclao PSDS-District 9
9:00 a.m.- 10:30 a.m.	Session 17 Result-based Performance Management System (RPMS) Tools	Jasmine I. Gaogao PSDS-District 2
10:30 a.m. - 11:45 a.m.	Session 18 Navigating the Learning Resource Management Development System	May P. Edullantes EPS I-LRMDS
11:45 a.m. - 12:00 noon	OPEN FORUM	Facilitators
12:00 noon- 1:00 p.m.	NOON BREAK	
1:00 p.m.- 2:30 p.m.	Session 19 K to 12 Pedagogies and Designing Classroom Assessment	Rowell C. Villarubia EPS I-Mathematics
2:30 p.m.- 3:45 p.m.	Session 20 MELCS and other Matters with English and Filipino as Fields of Specialization	Federico B. Araniego, Jr. EPS I-English Rose Mary R. Abapo EPS I-Filipino
3:45 p.m.- 4:45p.m.	Session 21 Teaching Demonstration (Junior High School Learners)	Junior High School Teacher
4:45 p.m.- 5:00 p.m.	OPEN FORUM Q&A/REFLECTION	





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Indicative Program of Activities
Day 4

Time	Activity	In-charge
Day 4 (July 28, 2023) Friday		
7:55 a.m. - 8:00 a.m.	Management of Learning (MoL)	
8:00 a.m.- 9:15 a.m.	Session 23 Guidelines on the Crafting of Daily Lesson Log/Lesson Plan	Rowell C. Villarubia EPS I-Mathematics
9:15 a.m. - 10:30 a.m.	Session 22 MELCS and other Matters with Science and Mathematics as Specialization	Rowell C. Villarubia EPS I-Mathematics Jed Mae F. Coronel EPS I-Science
10:30 a.m.- 11:15 a.m.	Session 23 MELCS and other Matters with Araling Panlipunan and MAPEH as Specialization	Letecia D. Tatoy EPS I-Araling Panlipunan Imelda D. Pongase EPS I-MAPEH
11:15 a.m. - 12:00 noon	Session 24 MELCS and other Matters with Values Education, MTB-MLE, Kindergarten and TLE as Specialization	Eulalio S. Rupinta EPS I-Values Education Angelita M. Maribojoc EPS I-MTB-MLE and Kindergarten Luisander C. Luy EPS I-TLE
12:00 noon - 1:00 p.m.	NOON BREAK	
12:55 p.m. - 1:00 p.m.	Unfreezing Activities	
1:00 p.m. - 1:30 p.m.		
1:30 p.m.- 2:30 p.m.	Session 25 Teaching Demonstration (Senior High School Learners)	Senior High School Teacher
2:00 p.m.- 3:30 p.m.	Session 26 Overview of the Induction Program for Beginning Teachers (IPBT)	Mary Joy G. Doromal SEPS-HRD Jeanelei L. Carolino EPS II-HRD
3:30 p.m.- 5:00 p.m.	OPEN FORUM QAME and REFLECTION CLOSING PROGRAM PRAYER PILIPINAS KONG MAHAL	

