



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

April 21, 2025

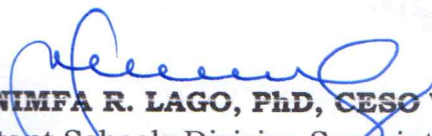
Division Memorandum

No. 146, s. 2025

**ORIENTATION AND HANDS-ON TRAINING
ON DAWN PROTOCOL APPLICATION MODULES**

To: All Concerned Division Personnel

1. In line with the Division's commitment to enhance digital efficiency and streamline operations through the DAWN (Data Accessibility through Web-based Application Network) Protocol, this Office shall conduct a 1-day orientation and hands-on training on the application modules of the DAWN system.
2. The training is scheduled for April 25, 2025, at Ozamiz City School of Arts and Trades, Maningcol Ozamiz City, and it will cover the following modules:
 - a. **File Management System** – for secure uploading, organizing, and sharing of digital files.
 - b. **Training Database and Certificate Generator** – for documenting capacity development activities and generating certificates.
 - c. **ICT Support Request System** – for submitting and tracking ICT-related concerns.
 - d. **Personnel Application Service System**– for online posting of job vacancies and submission of applications by aspiring candidates.
 - e. **Face Recognition Visitor Tracking System** – for digital logging and monitoring of office visitors.
3. All designated personnel who are directly involved in the use and management of these systems are required to attend. Participants provided in the separate list are advised to bring their own laptops and ensure stable internet connectivity for maximum hands-on experience. Furthermore, participants are advised to manage their own provisions.
4. Immediate dissemination of this Memorandum is desired.


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OIC, Office of the Schools Division Superintendent



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PANDONG
#SaarungMundoCreatingSparklingFuture
#PadayonAsensoOzamiz

LIST OF PARTICIPANTS

	NAME	DESIGNATION
1	LORENA ABCEDE	Administrative Officer II
2	BRENDA ACIERTO	Administrative Officer II
3	GERFE ADA	Administrative Officer II
4	MARISSA ALAMIN	Administrative Officer II
5	MARILOU ALCIDO	Administrative Officer II
6	SNOOKY ALMOITE	Administrative Officer II
7	CHARITY BAGUIO	Administrative Officer II
8	GLADYS BAYBADO	Administrative Officer II
9	FLORENCE CASCO	Administrative Officer I
10	JOHN REY CASTRO	Administrative Officer II
11	CLAIRE MARIE DAGAAS	Administrative Officer II
12	GLAIZA FIEL	Administrative Officer II
13	NINE MAR GACASAN	Administrative Officer II
14	RUBY JANE GACASAN	Administrative Officer II
15	SHARON GALAY	Administrative Officer II
16	ANALYN GERUNDIO	Administrative Officer II
17	MARY GRACE GOMONIT	Administrative Officer II
18	JENE GUANGCO	Administrative Officer II
19	MA ELENA GUANGCO	Administrative Officer II
20	JOAR HERMOSISIMA	Administrative Officer II
21	GENIE VAH LAGOC	Administrative Officer II
22	JOFFY LAROYA	Administrative Officer II
23	JEFFREY LIBOR	Administrative Officer II
24	SUSITH LUNA	Administrative Officer II
25	WILLYN LUZA	Administrative Officer I
26	RICHARD M. MACASARTE	Administrative Officer II
27	ETHEL MANUEL	Administrative Officer II
28	ROLDAN MONARCA	Administrative Officer IV
29	LOUIE MORENO	Administrative Officer II
30	CLAUDIA NAVAREZ	Administrative Officer II
31	JELYN OSTIA	Administrative Officer II
32	LYN PAEZ	Administrative Officer II
33	BEBE JAY PABRIGA	Administrative Officer II
34	APRIL YLANAN	Administrative Officer II
35	TERESITA PAGADOR	Administrative Officer II
36	DINALYN RAMAYRAT	Administrative Officer II
37	ADRIAN SAYSON	Administrative Officer II
38	NELLIE SEBARIOS	Administrative Officer II
39	JOHN REY SISO	Administrative Officer II
40	GEE SONOGAN	Administrative Officer II
41	ARLENE TIROL	Administrative Officer IV
42	ABEGAIL YOLDAN	Administrative Officer II
43	APRIL JOY BOLANIO	Administrative Officer IV
44	REGIE CATEDRAL	ITO I
45	VICTORIO MARIGOMEN JR	Administrative Officer IV
46	ADDA LIZA SAQUIN	Administrative Officer IV
47	DOROTHY JOY YTING	Administrative Officer V