



2024-04-25-0717



Republic of the Philippines  
**Department of Education**  
REGION XI  
**SCHOOLS DIVISION OF DAVAO DE ORO**

**Office of the Schools Division  
Superintendent**

April 23, 2024

DIVISION MEMORANDUM  
No. 330, s. 2024

**FORMULATION AND DEVELOPMENT OF DIVISION PUBLIC SERVICE  
CONTINUITY PLAN (PSCP)**

To: DIVISION OFFICE PERSONNEL

1. Pursuant to the National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 33 s. 2018, all government members agencies of the DRRM councils at all levels and other government departments, offices, bureaus, services, units, and instrumentalities are enjoined to develop their own PSCP.
2. In line with this directive, the DepEd Division of Davao de Oro is making efforts to ensure the continuous delivery of services to schools. Therefore, this office announces the conduct of the Public Service Continuity Plan on May 2-6, 2024, at Garden Oases, Ritz Hotel, Barangay Obrero, Davao City.
3. Please see attached for the list participants for this activity. Additionally, this memorandum serves as Authority To Travel.
4. Meals, travelling and other incidental expenses will be chargeable against Division MOOE/DRRM downloaded funds subject to the usual accounting and auditing rules and regulations.
5. For compliance.

**CRISTY C. EPE**  
Schools Division Superintendent



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Doc. Ref. Code	PAWIM-F-019	Rev	00
Effectivity	09.12.22	Page	1 of 1



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**Office of the Schools Division  
Superintendent**

**Participants:**

**SDS Office**

1. **Cristy C. Epe** - Schools Division Superintendent

**ASDS Office**

2. **Emma A. Camporedondo** - Assistant Schools Division Superintendent

**CID Office**

3. **Arlyn B. Lim** - Curriculum and Implementation Division Chief

4. Andy P. Cabudoc

5. Renato N. Pacpakin

6. Allan Guerta

7. Maria Bella R, Alvarez

**SGOD Office**

8. **Ruben J. Reponte** - School Governance and Implementation Division Chief

9. Wilfredo Takasan

10. Joseph Corpuz

11. Joel S. Jumalon

12. Rosalie G. Maghinay

13. Shiela L.Cambungga

14. Marnelly Jean Bernal



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**Office of the Schools Division  
Superintendent**

**Casher**

- 15. Randy C. Caneda
- 16. Ahla Mae H. Martin

**Records Section**

- 17. Ana O. Cerbo

**ICT section**

- 18. Bod Dylan Millabat

**Health and Nutrition Section**

- 19. Gringo John F. Pelaez
- 20. Karen Joie Catabona

**Supply Section**

- 21. Aeres M. Maglana
- 22. Marion Espinosa

**Admin**

- 23. Norberto S. Manlangit
- 24. Luz Comonal

**Accounting Section**

- 25. Lewit Mat Dexter Bello
- 26. Lene Mark Cayetano

**Budget Section**

- 27. Nisan Lejan Cal



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Doc. Ref. Code	PAWIM-F-019	Rev	00
Effectivity	09.12.22	Page	3 of 1



28. Reynante M. Homigop

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**Office of the Schools Division  
Superintendent**

**LRMDS**

29. Maryann Laguitao

Resource Person

30. Nelson Ligid

31. Glen Marfe

**Legal Section**

32. Atty. Billy Anjo Labradores

**Secretariat:**

33. Isidro Y. Refamonte, Jr.

34. Junard Alidro

35. Erjen Itanong



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Doc. Ref. Code	PAWIM-F-019	Rev	00
Effectivity	09.12.22	Page	4 of 1