



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025- 700

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN**
Legal Officer

Subject : **ATTENDANCE TO QUARTERLY MEETING WITH SDO
LAWYERS AND CONDUCT OF LEGAL ASSISTANCE**

Date : **October 8, 2025**

1. This is in reference to the **Regional Memorandum ORD- 2025-105** dated **October 03, 2025**, re: *Corrigendum and Addendum to RM-ORD-2025-080 dated August 26, 2025 relative to the quarterly meeting with SDO lawyers and conduct of legal assistance in the Division of Davao de Oro, the latter shall be held at Nabunturan Comprehensive High School on October 13, 2025 whereas the meeting shall be held at the Heroben Hometel, Barangay Magugpo West, Tagum City on October 14, 2025.*
2. All other details in the previous memorandum remain the same.
3. Travel and other incidental expenses relative to the attendance of the said activity will be charged against local funds, subject to usual accounting and auditing rules and regulations.
4. For your information and strict compliance.

For in the absence of the
Schools Division Superintendent

MELANIE P. ESTACIO, PhD, CESO VI

MARIA GENEVIEVE T. FRANCISQUETE, CESO VI

Assistant Schools Division Superintendent
Officer-in-Charge

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
DATE: OCT 08 2025 TIME: 1:29 PM
BY: [Signature]

Enclosed: As stated.



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002

☎ 553-8396/553-8376/553-9170/553-8375 📠 553-8396/553-8376

🌐 www.depeddigoscity.org ✉ digos.city@deped.gov.ph

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Republic of the Philippines
Department of Education
DAVAO REGION



October 3, 2025

REGIONAL MEMORANDUM
ORD-2025-105

CORRIGENDUM AND ADDENDUM TO REGIONAL MEMORANDUM
ORD-2025-080: QUARTERLY MEETING WITH SDO LAWYERS
AND CONDUCT OF LEGAL ASSISTANCE

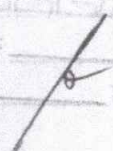
To: Assistant Regional Director
Schools Division Superintendents

1. Pursuant to Regional Memorandum ORD-2025-080 dated August 26, 2025 relative to the Quarterly Meeting with SDO Lawyers and Conduct of Legal Assistance in the Division of Davao de Oro, the latter shall be held at Nabunturan National Comprehensive High School on October 13, 2025 whereas the meeting shall be held at the Heroben Hometel, Brgy. Magugpo West, Tagum City on October 14, 2025.
2. Atty. Terry Louise P. Boligor-Ocon, Attorney III of the Division of the City of Mati is likewise directed to attend the aforementioned activities.
3. All other details in the previous Memorandum remain the same.
4. Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV

ORD/LU 2/sbl

DEPARTMENT OF EDUCATION RO
RECORDS SECTION
RELEASED

By: 
Date: Oct. 08, 2025
10 25 / 20130



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
DAVAO REGION

August 26, 2025

REGIONAL MEMORANDUM
ORD-2025-080

ATTENDANCE TO QUARTERLY MEETING WITH SDO LAWYERS AND LEGAL
SECTION IN-CHARGE AND CONDUCT OF LEGAL ASSISTANCE

To: Schools Division Superintendents

1. As part of the effort of the Legal Unit in improving prompt and efficient resolution of administrative cases, and in enhancing collaboration among regional and division lawyers/legal officers and legal unit staff, a regular meeting among the aforementioned personnel is deemed important.
2. In view thereof, regional and division lawyers/legal officers, and legal unit staff are directed to join the Quarterly Meeting and the conduct of Legal Assistance to be hosted by the Schools Division of Davao de Oro on October 2-3, 2025. The venue will be communicated in a separate issuance. Moreover, the participants for the Legal Caravan will be the selected non-teaching personnel and school heads.
3. Meals shall be chargeable to Regional Office funds while traveling expenses and other incidental expenses relative to this activity shall be charged to local funds subject to usual accounting and auditing rules and regulations.
4. For strict compliance.

RECORDS SECTION
RELEASED

DATE: 10/2/2025
TIME: 10:00 AM

REBONFAMIL R. BAGUIO
Director III
Officer-in-Charge
Office of the Regional Director

ORD/LU 4/mcc



Address: F. Torres St., Davao City (8000)
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Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
DAVAO REGION

LIST OF PARTICIPANTS

Office	Names	Numbers
Regional Office	1. Atty. Lorenza C. Pitulan 2. Atty. Shemelyn D. Gamorot- Bilbao 3. Cecille Maria Sheelah Balbas-Limosnero 4. Joyce A. Martinez	4
Davao City	1. Atty. Immaculate G. Clark 2. Joanna Paula Cagape 3. Harey Lyka Roseos	3
Digos City	1. Atty. Clarisse Joy C. Arnaez-Llaban	1
Island Garden City Of Samal	1. Atty. Darwin Z. Pulido	1
Davao Oriental	1. Atty. Jimar C. Balo 2. Wisthel Sassy O. Misagal	2
Davao De Oro	1. Atty. Armando Dalisay Jr. 2. Angelica G. Celo 3. Vannesa G. Barrete	3
Davao Del Sur	1. Atty. Maruli Ali G. Sanchez 2. Florentino G. Bernardino III 3. Quennie Albacite Rama	3
Davao Occidental	1. Atty. Glein Mark L. Bodiongan 2. Krystal Joyce R. Cimafranca	2
Mati City	1. Iluminado Boiser	1
Tagum City	1. Atty. Kennerly Albert R. Malinao	1
Panabo City	1. Atty. Annalene A. Dacumos	1
Davao del Norte	1. Atty. Vevirlie O. Gallo	1
Total No. of Participants		23



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