




Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY
Calbayog City

DIVISION MEMORANDUM
NO. 007, s. 2024

TO: SGOD/CID Chiefs
Education Program Supervisors
Public Schools District Supervisors
School Heads (Elementary/Secondary)
Unit/Section Heads
All Others Concerned

SCHOOLS DIVISION OF CALBAYOG
RELEASED
DATE: JAN 09 2024
BY: [Signature]

FROM:  **MARGARITO A. CADAYONA JR., PhD, CESO VI** CALBAYOG CITY
OIC-Schools Division Superintendent

SUBJECT: CONDUCT OF "ADVANCED ORAL AND WRITTEN COMMUNICATION SKILLS TRAINING FOR NON-TEACHING PERSONNEL"

DATE: January 8, 2024

1. The field is hereby informed that the conduct of "Advanced Oral and Written Communication Skills Training for Non-teaching Personnel" shall be held on **January 23-25, 2024** at the **Division Conference Hall**.
2. All other provisions stated in the previous issuances relative to this Memorandum shall remain in effect.
3. Immediate dissemination and guidance of all concerned are desired.



Project SHINES: *Care to Shine!*



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY
Calbayog City

**ADVANCED ORAL AND WRITTEN COMMUNICATION SKILLS
TRAINING FOR NON-TEACHING PERSONNEL**

January 23-25, 2024
Division Office Conference Hall

List of Participants

- | | |
|------------------------------|-----------------------------------|
| 1. Hermie F. Alcera | 16. Jennifer Z. Prudenciado |
| 2. Naomi T. Bangcale | 17. Therence James D. Prudenciado |
| 3. Maria Maritess A. Cailo | 18. Warlito D. Sabañao |
| 4. Mylyn S. Cano | 19. Mary Grace J. Garcia |
| 5. Joseph J. Amita | 20. Kristine G. Malinog |
| 6. Dell Christine V. Aniban | 21. Rica Monique D. Mancol |
| 7. Mary Jane T. Bulan | 22. Mailyn M. Villanueva |
| 8. Kristabel C. Notarte | 23. Ma. Joan Tocayon |
| 9. Alejandro Y. Cagomoc | 24. Lorraine B. Calong |
| 10. Duane Tristan S. Callosa | 25. Rochelle R. Dianito |
| 11. Jennifer C. Alvarez | 26. Sharon M. Gonzalbo |
| 12. Ronnel D. Clarido | 27. Lilibeth G. Ortiz |
| 13. Lloyd Martin A. Marcial | 28. Marian C. Advincula |
| 14. Jay-Ar John O. Panoy | 29. Leah D. Balane |
| 15. Marchel B. Picardal | 30. Joanna Lou V. Portura |

Resource Persons and TWG:

1. Dr. Erwin L. Purcia, EPS-English
2. Marita P. Senolos, SEPS-HRD
3. Gary H. Ballon, ITO I
4. Fernando P. Medrina, P1-Cagmanipis Norte ES
5. Samuel A. Repelente, MT II
6. Carlo A. Doinog, MT I/TIC
7. Rosalia M. Rivera, EPS II-HRD
8. Aliza B. Roa, ADAS III-SGOD

Prepared by:

MARITA P. SENOLOS
SEPS-HRD 

APPROVED:

MARGARITO A. CADAYONA JR., PhD, CESO VI
OIC-Schools Division Superintendent



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