



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION
 SCHOOLS DIVISION OFFICE - CITY OF VALENZUELA

LIST OF PMT, TWG, & SPEAKERS

Project Management Team:

NAME	DESIGNATION
NOEL D. BAGANO	SDS
ERNEST JOSEPH C. CABRERA	OIC - ASDS
ATTY. MARK ANGELO S. ENRIQUEZ	Attorney III / OIC - AO V
MICHELLE M. FRANCISCO	Accountant III
LANI DJ. AGMATA	Budget Officer III
ELENITA C. CRUZ	AO IV
NOEL E. REYES	ITO I
ENGR. KELLY G. MAGUSIB	Engineer III
RODEL U. ANTONIO	AO IV
MAYBELLE S. FAUSTINO	ADAS III

Technical Working Group:

NAME	TASKS
DOMINICK A. MONTALBO	Logistics/Food Coordinator
JOHN VINCE D. DELA CRUZ	Logistics/Food Coordinator
MICHELLE C. DOMA	Room Assignment
JULIE ANNE T. SANTOS	Room Assignment
NORMALYN M. FLORIN	Documentation
HONEY R. LASTRILLA	Documentation
NIKKI DIANNE R. LUZON	Master of Ceremony
JENNIFER DIANE C. DEANG	Attendance/Registration
DIVINA DC. ESGUERRA	Attendance/Registration
ALYSSA MAE O. BUSA	Attendance/Registration
NEIL IAN LEOJ M. PABUNAN	IT Support
GENESIS FLORES	IT Support
EMERZON D. SANTIAGO	Logistics/Driver
BENJAMIN L. DE JESUS	SDS - Driver

Resource Speakers:

KIM ROBERT C. DE LEON	Secretary General, Boy Scouts of the Philippines
ARNEL L. POJA	Public Schools District Supervisor
CHRISTIAN G. BUMATAY	Administrative Officer II



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PRIME-HRM
 LEVEL II ACCREDITED



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LIST OF SCHOOL PARTICIPANTS

#	SCHOOL NAME	NAME	DESIGNATION
1	APOLONIO CASIMIRO FAUSTINO ES	JOHN CASIE C. LUAGUE	AO II
2	CANUMAY EAST ES	MARY ANN B. LUAGUE	AO II
3	CANUMAY WEST ES	MOISES M. MELENDEZ III	AO II
4	DALANDANAN ES	ROMMEL C. LUNA	AO II
5	DISIPLINA VILLAGE BIGNAY ES	MICHAEL T. MELECIO	AO II
6	LAWANG BATO ES	ALFREDO G. PADEL JR.	AO II
7	LINGUNAN ES	CHARLEY C. MARABILES	AO II
8	MALINTA ES	JAY L. RUBIANES	ADAS
9	PINALAGAD ES	GENEROSO C. SANTIAGO JR.	AO II
10	PUNTURIN ES	JACQUELINE B. CENON	AO II
11	PUNTURIN ES	VANESSA M. CAYABYAB	ADAS
12	ROBERTA DE JESUS ES	ROSELLE R. BASIJAN	ADAS
13	ROBERTA DE JESUS ES	LADY ANN A. BANGOT	AO II
14	ANDRES MARIANO ES	JEROME R. DELOS SANTOS	AO II
15	ANTONIO M. SERAPIO ES	ROSELLE D. MEDALLO	AO II
16	APOLONIA F. RAFAEL ES	ARIEL F. TANAP JR.	AO II
17	GEN. T. DE LEON ES	MARK BRYAN R. ABIAS	AO II
18	MAYSAN ES	RAYMOND P. GONZALEZ	AO II
19	PARADA ES	ELVIRA I. AGRIPA	AO II
20	PASO DE BLAS ES	NIEGELLE D. REYES	AO II
21	PEDRO L. SANTIAGO ES	ANNALEE R. CUDIAMAT	BEIS Coordinator
22	PIO CARREON ES	CRISTIAN S. TEJOSO	Property Custodian
23	SANTIAGO A. DE GUZMAN ES	JOCELYN S. DINO	AO II
24	SANTOS ENCARNACION ES	ALFREM EDVIE V. BAUTISTA	AO II
25	SILVESTRE LAZARO ES	INA MARIE C. OREDO	AO II
26	SILVESTRE LAZARO ES	JAYSON B. VALLESPIN	ADAS
27	SITIO STO. ROSARIO ES	ELLE JOYCE H. TAN	AO II
28	ANDRES FERNANDO ES	MARIA THERESA S. MENDOZA	AO II
29	ARCADIO F. DEATO ES	MARK ROGER L. GARCIA	AO II
30	COLOONG ES	CATHRINE L. GAYEM	AO II
31	ISLA ES	RONALD JOHN A. MUNDA	AO II
32	LUIS FRANCISCO ES	ANALYN S. BALTAZAR	ADAS
33	LUIS FRANCISCO ES	EVELYN M. MACASINAG	AO II
34	PALTOK ES	NICOLAS S. SUNGA	AO II
35	PASOLO ES	WILFREDO D. SANTOS	AO II



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36	PERPETUA R. SAN DIEGO ES	MARIBEL T. CALIMLIM	AO II
37	PIO VALENZUELA ES	MICHELLE M. MONIDO	AO II
38	PIO VALENZUELA ES	ROLAND B. CANASTA	ADAS
39	RINCON ES	ANNA CELESTE D. ANDAYA	AO II
40	TAGALAG ES	JAN EMMANUEL G. MARCOS	AO II
41	WAWANG PULO ES	JAYSAN F. NICOLAS	AO II
42	BITIK ES	MARVELOUS G. NICOLAS	AO II
43	CARUHATAN EAST ES	REBECCA ELAINE O. GARCIA	AO II
44	CARUHATAN WEST ES	PAULINE ANNE A. MANUEL	AO II
45	CARUHATAN WEST ES	JALEL L. FAUSTINO	ADAS
46	CONSTANTINO ES	ELIZABETH M. COQUILLA	AO II
47	MARULAS ES	RHENCE KHRISTINE P. MAGTUBA	ADAS
48	SAN MIGUEL HEIGHTS ES	MANIRELA B. FRANCISCO	AO II
49	SERRANO ES	MAY ANN OFAMIN	AO II
50	ARKONG BATO NHS - SHS	RYAN PAVIO L. SANTIAGO	ADAS
51	ARKONG BATO NHS	FERDINAND T. VILLARTA	AO II
52	BIGNAY NHS - SHS	ROMMEL H. PADERES	AO II
53	CANUMAY EAST NHS	IMELDA T. NIEBRES	AO II
54	CANUMAY WEST NHS	JOHARA MARIE V. VERAN	Property Custodian
55	CANUMAY WEST NHS	LAURYBEL G. CREENCIA	ADAS
56	DALANDANAN NHS	JOSEPHINE B. CABANSAG	AO II
57	DISIPLINA VILLAGE - BIGNAY NHS	SHERYL D. INONCILLO	AO II
58	DISIPLINA VILLAGE - BIGNAY NHS	GIGILYN P. DUMAGUING	ADAS
59	LAWANG BATO NHS	NIELVIN E. BARBA	AO II
60	LINGUNAN NHS - SHS	SHERYL E. TOLENTINO	AO II
61	LINGUNAN NHS - SHS	OLIVER F. DONATO	ADAS
62	LINGUNAN NHS	JUDITH A. BALINGBING	ADAS
63	MALANDAY NHS	JOHN SMURF B. OGANIZA	AO II
64	MALANDAY NHS - SHS	SUZETTE T. CRUZ	ADAS
65	MALINTA NHS	JEDD LERIC O. VERAN	Property Custodian
66	MALINTA NHS - SHS	TERESITA M. SANTOS	AO II
67	POLO NHS	CHERRYLOU D. TOLENTINO	Property Custodian
68	PUNTURIN SHS	BERNADETTE S. CARRIEDO	ADAS
69	VALMASCI - SHS	JENNIFER R. AVENDAÑO	ADAS/Property Custodian
70	VALMASCI	DOLORES A. SAMOSINO	ADAS
71	VEINTE REALES NHS	ROBERT C. MARIN	AO II
72	VEINTE REALES NHS	CHRISTIAN N. ISAAC	ADAS
73	VICENTE P. TRINIDAD NHS - SHS	ROWENA MARIE A. NUEVA	ADAS



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74	WAWANG PULO NHS	JENNIFER F. MARBIBI	AO II
75	WAWANG PULO NHS - SHS	JOJIE MARK C. BALALLO	ADAS
76	BAGBAGUIN NHS	MELISSA S. PERINO	AO II
77	BAGBAGUIN NHS	NETTE M. CAJIPE	ADAS
78	CARUHATAN NHS	MARK LESTER T. ERCILLO	ADAS
79	CARUHATAN NHS - SHS	RENCY B. ORTIZ	Property Custodian
80	GEN. T. DE LEON NHS	DIVINE ANGELIQUE G. CABRERA	AO II
81	GEN. T. DE LEON NHS	ROSELYN E. PALADA	ADAS
82	JEDS NHS	ROSLYN RUTH I. TUAZON	AO II
83	JEDS NHS	MARIA LOURDES B. ESPINO	ADAS
84	UGONG SHS	CHRISTINE GRACE M. SANTOS	ADAS
85	MAPULANG LUPA NHS	APRIL ROSE B. ILASIN	ADAS
86	MAPULANG LUPA NHS - SHS	ROWENA P. ACUARIO	ADAS
87	MAYSAN NHS	MOSUL P. VICTORIA	ADAS
88	MAYSAN NHS	SHIELA MARIE C. MANLANGIT	ADAS
89	PARADA NHS	OLIVIA D. VILLASEÑOR	ADAS
90	PARADA NHS	NORALYN M. VANGUARDIA	Property Custodian
91	PASO DE BLAS NHS	ARLENE MAY T. DEL CASTILO	AO II
92	PASO DE BLAS NHS	SHERYL M. OGRIMEN	ADAS
93	SITERO F. MEMORIAL NHS	MARICAR B. MANERO	ADAS
94	SITERO F. MEMORIAL NHS - SHS	MAYANN A. AGUBA	ADAS
95	VALENZUELA NHS	RACHEL C. ANCHETA	AO II
96	VALENZUELA NHS	CHARICE FAITH M. AGRAAN	ADAS



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PROGRAM MATRIX
Capacity Building for SDO and School Administrative Personnel

April 7, 2026		
TIME	ACTIVITY	IN-CHARGE
8AM-9AM	ARRIVAL	-----
9AM-11AM	Registration	TWG
11AM-11:30	Preliminaries	AVP
11:30AM-12NN	Opening Remarks/ Statement of Purpose	RODEL U. ANTONIO
12NN-1PM	LUNCH	-----
1PM-2PM	Budget Updates	LANI D. AGMATA
2PM-3PM	Canteen Bank Accounts, Fidelity Bond Updates	ELENITA C. CRUZ
3PM-4PM	Liquidation Reposting Updates	MICHELLE M. FRANCISCO
4PM-5PM	Cash Disbursement Register Excel Template	MOISES M. MELENDEZ III
6PM-8PM	DINNER	-----
April 8, 2026		
TIME	ACTIVITY	IN-CHARGE
6AM-7AM	BREAKFAST	-----
8AM-8:30AM	Preliminaries & Recap	AVP
8:30AM-12NN	Fiscal Discipline	KIM ROBERT C. DE LEON
12NN-1PM	LUNCH	-----
1PM-2PM	RA 12009	ERNEST JOSEPH C. CABRERA
2PM-3PM	Market Scoping	ARNEL L. POJA
3PM-4PM	Proper Use of GAM Forms	RODEL U. ANTONIO
4PM-5PM	RA 6713, RA 3019, & other relevant laws & CSC Orders	ATTY. MARK ANGELO S. ENRIQUEZ
6PM-8PM	DINNER	-----
April 9, 2026		
TIME	ACTIVITY	IN-CHARGE
6AM-7AM	BREAKFAST	-----
8AM-8:30AM	Preliminaries & Recap	AVP
8:30AM-9:30AM	Leave Administration and CSC Appointment Document Verification	CHRISTIAN G. BUMATAY
9:30AM-10:30AM	Updates on Payroll Process	MAYBELLE S. FAUSTINO
10:30AM-11:30AM	Closing Remarks	NOEL D. BAGANO
11:30AM-12NN	Awarding of Certificates	TWG
12NN-1PM	LUNCH	-----
1PM-onwards	HOME SWEET HOME	-----
MASTER OF CEREMONY	NIKKI DIANNE R. LUZON	



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