



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

November 14, 2022

**DIVISION MEMORANDUM**

No. 757, s. 2022

**BETA TESTING OF THE DEVELOPED LEARNING RESOURCE PACKAGE FOR  
THE PRIORITY LEARNING NEEDS OF THE NON-TEACHING PERSONNEL**

To: Assistant Schools Division Superintendent/PMT Chair  
CID and SGOD Chiefs  
EPSs/PSDSs/PICs  
Public Elementary and Secondary School Heads  
Select Non-Teaching Personnel  
All Others Concerned

1. This Office, through the Human Resource Development Section (HRDS), shall conduct a three-day live-in **Beta Testing of the Developed Learning Resource Package on the Priority Learning Needs of the Non-Teaching Personnel** on **November 17-19, 2022** at a venue to be announced later.
2. The activity aims to:
  - a. enhance their KSA's on their least developed competencies;
  - b. appreciate their nature of work;
  - c. apply their learnings in their respective work stations.
3. The participants of this activity are the 60 identified District-based Administrative Officers II.
4. Attached are the list of participants, program management team, activity matrix, and sample confirmation letter of the participants. All involved individuals must accomplish the online registration and health assessment checklist through the link <https://tinyurl.com/BetaTestingLRP2022> to ensure the safety of everyone on or before November 15, 2022.
5. Services rendered by teaching and non-teaching personnel on November 19, 2022 (Saturday) are entitled to Service Credits/Compensatory Time-Off (CTO) as per DO 53, s. 2003/CSC and DBM Joint Memorandum Circular No. 2, s. 2004.
6. Participants are advised to observe minimum health standards and follow health protocols of the Inter-Agency Task Force (IATF) and the Department of Health (DOH) before, during, and after the conduct of the activity. Anyone who experiences



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any COVID19 symptoms or has been exposed to a probable or confirmed COVID19 case before the conduct of the activity shall inform the management for proper coordination.

7. This Memorandum serves as the Authority to Travel of the participants.
8. Expenses incurred relative to the conduct of the activity such as meals, accommodation, and training supplies and materials shall be charged against the 2022 Organizational and Professional Development for Non-Teaching Personnel (OPDNTP) fund while travel and other incidental expenses of the program management team, learning facilitators, and participants shall be charged against local funds or School MOOE subject to the usual accounting and auditing rules and regulations.
9. Immediate dissemination of and compliance with this Memorandum are desired.

  
**LANI H. CERVANTES, CESO VI**  
Schools Division Superintendent

**RELEASED**

RF 11-14-22 2:00



Enclosure to DM 757, s. 2022**LIST OF PARTICIPANTS**

	Name	District
1	Marielle C. Bonabon	Allen I
2	Gemma A. Flores	Allen II
3	Meljohn Q. Ortego	Biri
4	Erma C. Baleña	Bobon
5	Joel E. Estillero	Capul
6	Madonna E. Acibar	Catarman I
7	Marieta Dimple D. Lopez	Catarman II
8	Merlanie G. Villaflores	Catarman III
9	Cristina D. Sayawan-Boleche	Catarman IV
10	Loloboy Herreras	Catarman V
11	Raul P. Figueroa Jr.	Catarman Vi
12	Kisha Mae G. Ultra	Catubig I
13	Elvie Q. Irlandez	Catubig III
14	James Jude V. Mollejon	Gamay I
15	Vanessa Love H. Lacsamana	Gamay II
16	Allan C. Gallego	Laoang I
17	Keevin C. Lagrimas	Laoang II
18	Ronalyn B. Galero	Laoang III
19	Carly S. Ballado	Laoang IV
20	Natassja Jane L. Ragual	Laoang V
21	Laiza Opeña Letada	Lapinig
22	Anselmo B. Ultra	Las Navas I
23	Renato J. Pedimonte	Las Navas III
24	Margaret A. Turla	Lavezares I
25	Lorenzo B. Valencia	Lavezares II
26	Mary-Ann S. Morillos	Lope De Vega
27	Arnel C. Gabeja	Mapanas
28	Contessa Pauline C. Majerano	Mondragon I
29	Nila P. Simangan	Mondragon II
30	Carlito G. Espano Jr.	Mondragon III
31	Renante Liban	Palapag I
32	Morgan Ric C. Martires	Palapag II
33	Neseth B. Uy	Pambujan I
34	Mark Eddison L. Balanquit	Pambujan II
35	Nancy P. Laudenio	Rosario
36	Marianne Fe M. Bunyi	San Antonio
37	Ma. Nesly Ann E. Santiago	San Isidro I
38	Julius G. Mahinay	San Isidro II
39	Cherryl N. Trinidad	San Jose
40	Cristita S. Elleta	San Roque
41	Jay Eliseo G. Baoy	San Vicente
42	Angelica Janelou M. Andales	Silvino Lubos
43	Maria Lita Villacastin Eulin	Victoria
44	Abegail D. Gloton	Leonardo M. Amigo High School