



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V

**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

March 5, 2024

**DIVISION MEMORANDUM**

NO. 73, S. 2024

**FIRST DEPED NAGA CITY TEACHERS' ASSEMBLY**

TO : Assistant Schools Division Superintendent  
Chief/OIC Education Program Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned



1. The Schools Division Office of Naga City will conduct the **First DepEd Naga City Teachers' Assembly with the theme: Commitment, Accountability, Resiliency and Excellence (CARE) in Advancing Teachers' Welfare and Professional Development** on March 11, 2024 from 1:00-5:00 in the afternoon at the University of Nueva Caceres (UNC) gymnasium.

2. The activity aims to strengthen support to teachers as articulated in the MATATAG agenda, through information sharing of relevant DepEd issuances, oversight agency concerns, and other matters affecting teachers.

3. The participants in this activity are all the teachers and school heads in the 42 public schools, public schools district supervisors, education program supervisors, office and section heads of the SDO Proper, assistant schools division superintendent, superintendent, and committee members. The participants from schools may wear their school T-shirts with their IDs for proper identification, while SDO Proper participants shall wear the latest Palarong Panglungsod T-shirt.

4. The schools may adopt either the lengthened half-day classes or the modular class for the afternoon subjects.

5. The participants are requested to pre-register through the link <https://forms.office.com/r/wnmVZcRXcH>

or scan:

Moreover, they are instructed to send their issues and concerns, particularly on DepEd Order No. 2, s. 2024 titled *Immediate Removal of Administrative Tasks of Teachers*, DepEd Order No. 3, s. 2024 titled *Amendment to DepEd Order*



DO 31, s. 2019 DM Rev 01



✉ Roxas Avenue, Brgy. Triangulo, Naga City, Camarines Sur  
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No. 022, s. 2023 (Implementing Guidelines on the School Calendar and Activities for the School Year 2023-2024), CSC Resolution 080096 and DepEd Order No. 16, s. 2009 about the six-hour workday and other relevant concerns in the same link. This is to give the concerned office the ample time to collate, consolidate, and provide answers. Deadline of sending issues and concerns shall be on March 8, 2024.

6. Expenses to this activity such as travel, afternoon snacks, and other contingencies shall be charged to available division funds for SDO-based participants and school MOOE for school participants, subject to the usual accounting and auditing rules and regulations. The schools shall procure their own snacks provision for their participants.

7. The program flow and working committees are found in the attached sheets.

8. Widest dissemination of this Memorandum is earnestly desired.

**SUSAN S. COLLANO CESO V**  
Schools Division Superintendent

24020284  
06 MAR 2024





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**First Teachers' Assembly Program Flow**

12:30 – 12:45 p.m – Arrival of Participants

12:45 – 1:00 p.m. – Settling Down

1:00 – 1:15 – Opening Program

Honoring the Flag - c/o Trio Voce  
Honoring God - c/o Trio Voce  
Presentation of Participants- Public Schools District Supervisors  
Order of Presentation

Naga North District 1 – Ramil S. Pederio  
Naga North District 2 – Teresita Irma S. Dy-Cok  
Naga North District 3 – Fernando M. Carandang  
Naga North District 4 – Mary Ann Papica  
Naga South District 1 – Margerie B. Bathan  
Naga South District 2 – Joretze S. Carandang  
Naga West District 1 – Dante R. Santelices  
Naga West District 2 – Emelyn A. Brofas  
Naga East District 1 – Benedik Warren R. Ubante  
Naga East District 2 – Gina B. Bobis

Welcome Message - **Dr. Fay Lea Patria M. Lauraya**  
President, University of Nueva Caceres  
Naga City  
**Fernando C. Macaraig**  
Assistant Schools Division Superintendent  
Welcome Cheers - TRIO VOCE

1:30 – 2:00 - Superintendent's Time- **Susan S. Collano CESO V**  
Schools Division Superintendent  
NAGA READS  
Launching of Teachers' Info Channel  
2:00 – 2:15 Regional Director's Time- **Gilbert T. Sadsad CESO III**  
Regional Director

2:15 – 3:00 - GSIS  
3:00- 3:30 - PPSTA Programs  
3:30 – 4:00 - DepEd Order No. 2 & 3, s. 2024 & Issues and Concerns  
4:00- 4:30 - Career Progression  
4:30 – 4:45 - Teachers Benefits/Claims Process Flow  
4:45 – 5:00 onwards - Open Forum -

Closing Prayer/Salvo - **Dr. Jobert P. Narvadez**  
Education Program Supervisor  
School Governance and Operations Division

Emcees/Facilitators:

Luis P. Marasigan, *Principal, Tabuco Central School*  
Esmeralda Delos Reyes, *Principal, Triangulo Elementary School*

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**First DepEd Naga Teachers' Assembly Working Committees**

Advisory Committee

**Susan S. Collano CESO V**  
Schools Division Superintendent

**Fernando C. Macaraig**  
Assistant Schools Division Superintendent

Steering Committee

**Dr. Anna Liza Abuloc, CES**  
**Dr. Michael A. Del Rosario, OIC-SGOD**  
**Mary Ann B. Rosauero, AO V**

Program & Directorship	Registration, Attendance & Certificates	Invitation & Coordination	Intermissions
Jobert Narvadez	All Public Schools District Supervisors	Vilma Cueto Nancy Morada	Joseph Condono
Joann Dulong			Eleazar Francis Fernandez
Edelaine Manlapaz			Evelyn Racadag Ragiwdiw Band
JM De Guzman Benjie Reapor	<b>Drivers</b>	Mary Ann Encila Manny Luna	Edna Porteria
<b>Finance</b>	Salve Verona		
<b>Utility</b>	Dennis Rodriguez		
<b>Hall Preparation</b>	<b>Special Services/ Booth Set-Up</b>	<b>Presentations/ IT Support</b>	<b>Links</b>
Elvin Monroy Jarms Taumatorgo Noel Balares	Herman Bobis Rudyard Balacano	Atty. Noe Dizon	Michael Del Rosario
<b>Food/Refreshments for Guests &amp; SDO Pax</b>	<b>Usherettes</b>	<b>Emcees</b>	Arturo Armea
			<b>Ways &amp; Means</b>
Mary Ann Rosauero	SDO Usherettes	Luis P. Marasigan	Liza Abuloc Michael Del Rosario
Michelle Lo	c/o Mary Ann Rosauero	Esmeralda Delos Reyes	Mary Ann Rosauero

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