



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

12 March 2026

DIVISION MEMORANDUM
No. 170 s. 2026

ORIENTATION ON LAWS TO STRENGTHEN WOMEN WELFARE

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. In reference to **DepEd Memorandum No. 010, s. 2026–2026** National Women’s Month Celebration this Office announces the conduct of **2026 Orientation on Laws to Strengthen Women Welfare** on **March 25, 2026** at **M. I. Sevilla Resort, Lucena City**.
2. The activity aims to:
 - a. Raise awareness and understanding of key women-protection laws;
 - b. Foster a gender-responsive and inclusive environment for women empowerment; and
 - c. Encourage collaboration among stakeholders to empower women.
3. The participants in the activity are Administrative Officers II, Project Development Officers I and select SDO personnel.
4. Meal expenses of participants shall be charged to Division MOOE while travel and other expenses shall be charged to local funds or other available funds subject to the usual accounting and auditing rules and regulations.
5. Attached here are Enclosure 1: List of Participants, Enclosure 2: Training Matrix Enclosure 3: Program Management Team.
6. Immediate dissemination of this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:

HERBERT D. PEREZ
Assistant Schools Division Superintendent
Officer - in charge



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Encl.: As stated

Reference: DepEd Memorandum No. 010, s. 2026

To be indicated in the Perpetual Index
under the following subjects:

ORIENTATION
WOMEN
WELFARE

SGOD- orientation on laws to strengthen women welfare
SGOHIO5N-004480 /March 12, 2026

Enclosure 1 – List of Participants

	Name	Position/Designation	Office/School
1	Pazzyla Lydda A. Cabalsa	Administrative Officer II	Alsam IS
2	Joan C. Cabile	Administrative Officer II	Busal IS
3	Joy Liwayway O. Aguila	Administrative Officer II	Calumpang IS
4	Desiree Carla C. Andanza	Administrative Officer II	Cipriano J. Querubin ES
5	April Jean V. Songcaya	Administrative Officer II	Dapdap IS
6	Juanito D. Domirez	Administrative Officer II	Mayuwi IS
7	Jerick C. Reyes	Administrative Officer II	East Palale ES & North Palale ES
8	Luisa M. Datario	Administrative Officer II	Eugenio Francia IS
9	Nathaniel G. Balbarosa	Administrative Officer II	TWCS II
10	Juslyn Rose F. Sanchez	Administrative Officer II	Gibanga ES & Potol ES
11	Rosalie M. Salvan	Administrative Officer II	Ilasan IS
12	Beatrice B. Salazar	Administrative Officer II	Lalo ES & Ipilan Alitao ES
13	Ma. Zarina A. Bagangan	Administrative Officer II	Katigan -Alupay ES & Talolong IS
14	Jeanette F. Evangelista	Administrative Officer II	Lakawan ES &
15	Ferex O. Zafranco	Administrative Officer II	TWCS III & Malaoa -Calantas ES
16	Ma. Angelica A. Villalba	Administrative Officer II	Lawigue ES & TWCS IV
17	Maylene G. Bacus	Administrative Officer II	Froilan E. Lopez ES and Domoit ES
18	Claribel C. Rada	Administrative Officer II	Masin ES & South Palale ES
19	Angelica A. Rada	Administrative Officer II	Mate IS
20	Marilou C. Cuaterno	Administrative Officer II	Rosario Quesada Integrated NHS
21	Frederick M. Bulandos	Administrative Officer II	West Palale NHS
22	Adrian R. Aguirre	Administrative Officer II	Pandakake IS
23	Shyra C. Rojas	Administrative Aide I	SGOD
24	Rosemarie E. Morales	Administrative Officer II	Valencia ES & West Palale ES
25	Donnabelle F. Caagbay	Administrative Officer II	TECS
26	Loveday Alyssa O. Oabel	Administrative Officer II	TWCS I
27	Frenalyne B. Tabernilla	Project Development Officer I	TWCS I
28	Mila Rosa B. Pabularcon	Project Development Officer I	South Palale ES
29	Ma. Theresa P. Eslacin	Project Development Officer I	TECS
30	Jobelle R. Maningas	Project Development Officer I	Froilan E. Lopez ES
31	Alelie A. Padillo	Nurse II	SGOD

32	La Trisha R. Dalit	Education Program Specialist II	SGOD
33	Nicole May L. Lumanglas	Project Development Officer I	SGOD
34	Imelda C. Raymundo	CES - SGOD	SGOD
35	Montano L. Agudilla Jr.	SEPS	SGOD
36	Joan Kathleen T. Brizuela	EPS II	SGOD
37	Charlene A. Vito	Administrative Aide VI	OSDS – Personnel
38	Eloissa Joy P. Herrera	Administrative Assistant III	OSDS - Personnel
39	Vanzel Lauren B. Cuna	Administrative Assistant III	OSDS - Accounting
40	Jedi Diah C. Cabriga	Administrative Officer II	OSDS - Procurement
41	Aeryll Z. Saberola	Administrative Assistant III	OSDS - Cash
42	Angelique Joy H. Estole	Administrative Aide VI	OSDS – Administrative Office
43	Jhenna Lean V. Lubiano	Administrative Assistant II	BANHS
44	Neil Elaine P. Arriola	Administrative Assistant II	BANHS
45	Ian Neric O. Ila	Administrative Aide IV	LPIHS
46	Vilma S. Peñamora	Administrative Aide IV	LPIHS
47	Charo Zandra C. Pagana	Administrative Assistant II	TECS
48	Monica Cablaida	Administrative Assistant III	TECS
49	Maria Cyril Rose B. Valderamos	OJT	SGOD
50	Aileen Co – Edades JD	Facilitator	CHR

Enclosure 2:

MATRIX OF ACTIVITIES

Time	Activity	In-Charge/Resource Speaker/Facilitator
8:00-8:30	Opening Program/Preliminaries	Aileen Co – Edades JD – Chief, Promotion and Advocacy Division, Commission on Human Rights, Region IV -A
8:30-10:00	Magna Carta of Women	Aileen Co – Edades, JD – Chief, Promotion and Advocacy Division, Commission on Human Rights, Region IV -A
10:30-10:15	HEALTH BREAK	
10:15-12:00	Continuation of Session 1	
12:00-1:00	LUNCH BREAK	
1:00-2:45	Republic Act 11210 – An Act Increasing the Maternity Leave Period to 105 Days for Female Workers	Aileen Co – Edades, JD – Chief, Promotion and Advocacy Division, Commission on Human Rights, Region IV -A
2:45-3:00	Health Break	
3:00-4:00	RA 11861- Expanded Solo Parents Welfare Act	Aileen Co – Edades, JD – Chief, Promotion and Advocacy Division, Commission on Human Rights, Region IV -A
4:00-4:30	Open Forum	
4:30 – 5:00	Closing Program	PMT

Enclosure 3 - **PROGRAM MANAGEMENT TEAM**

Overall Chairperson: Celedonio B. Balderas, Jr. – Schools Division Superintendent

Co-Chairperson: Herbert D. Perez – Assistant Schools Division Superintendent

Committee	Person/s In-Charge	Terms of Reference
Program Manager	Imelda C. Raymundo	<ul style="list-style-type: none"> - Oversees the implementation of the entire program. - Orients the PMT on their terms of reference and details of the program design - Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards - Leads in crafting the Program Completion Report
Learning Manager	La Trisha R. Dalit	<ul style="list-style-type: none"> - Leads the conduct of the program Ensures that the program is carried out based on the detailed design in collaboration with the resource persons - Prepares and maintains a conducive learning environment by facilitating unfreezing, levelling of expectations, and norm-setting activities and by addressing emerging learning needs - Facilitates management of learning activities as scheduled and as nee
Resource Speaker / Subject Matter Expert	Aileen Co – Edades JD – Chief, Promotion and Advocacy Division, Commission on Human Rights, Region IV -A	<ul style="list-style-type: none"> - Applies effective presentation and facilitation techniques in conducting assigned sessions - Provides expert content input during learning sessions
M&E Officer	Montano L. Agudilla, Jr.	<ul style="list-style-type: none"> - Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT - Applies process observation and prescribed tools to monitor and evaluate program delivery - Administers and analyzes the results of Level 1 evaluation which is to be presented during debriefing - Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation - Prepares Post-Program Delivery M&E Report and submits to PM for inclusion in the Program Completion Report

<p>Documenter/ Secretariat</p>	<p>La Trisha Dalit Cyril Valderamos Princess A. Talavera Shyra C. Rojas</p>	<ul style="list-style-type: none"> - Documents the proceedings of the learning sessions using the prescribed documentation template - Take photos of the different parts of the program delivery <hr/> <ul style="list-style-type: none"> - Attends to registration needs of learners/participants - Ensures that the learners/participants fill up attendance sheets every day. - Assists in the distribution of learning materials and supplies - Assists in the collection of session outputs - Compiles session documents and learning resource materials
<p>Logistics Officer</p>	<p>La Trisha R. Dalit</p>	<ul style="list-style-type: none"> - Ensures the quality, adequacy, and availability of facilities and resources to support the successful implementation of the program - Leads the ocular inspection of venues to ensure adherence to standards and specifications - Checks that venue are always ready for use and conducive to learning - Ensure that training adheres to ethical considerations
<p>Finance Officer/s</p>	<p>Benjamin A. Millares Agnes M. Luzadas</p>	<ul style="list-style-type: none"> - Oversees all finance-related concerns of the program, including the efficient allocation and timely release of funds as well as the documentation for liquidation - Initiates procurement processes of resources, materials and relevant services, and follows up fund disbursement with appropriate offices - Monitors and documents all disbursements against budget to support liquidation - Liquidates all fund disbursement and prepares a financial report