



Republic of the Philippines
Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

26 November 2025

NOTICE OF MEETING
Tracking No.: 187

**WORKSHOP-MEETING OF SELECTED TRANSLATORS AND VALIDATORS FOR
THE CITIZEN'S CHARTER, CITY SCHOOLS DIVISION OF TAYABAS CITY**

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

Please be informed that a **Meeting-Workshop** will be conducted on **November 27-28, 2025** at **Luis Palad Integrated School** to discuss the following agenda:


1. The Translator Team will present the first-phase translations of documents on **November 27, 2025, from 1:00 p.m. to 5:00 p.m.**
2. The Validators will conduct the translation validation workshop on **November 28, 2025, from 8:00 a.m. to 5:00 p.m.**
3. Other matters relevant to the Citizen's Charter will also be discussed.

Your 100% attendance is hereby enjoined.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


EDWIN R. RODRIGUEZ
Chief- Education Supervisor – CID
Officer-in-Charge

Enclosure:

SCHEDULE OF TECHNICAL WORKING GROUPS

No.	Name	Position	Task	School	DATE
1.	Christian J. Bables	Education Program Supervisor	Lead	SDO-CID	November 27, 2025 1:00pm-5:00pm
2.	Luzviminda Cynthia Richelle F. Quintero	Education Program Supervisor	Co-Lead	SDO-CID	
3.	Sigrid F. Tibordo	Master Teacher I	Phase 1 Lead Translator	Luis Palad IS	
4.	Democrito C. Cabile Jr.	Principal I	Phase 2 Evaluator	Pandakake IS	November 28, 2025 8:00am-5:pm
5.	Rempson P. Sumilang	Ast. Principal II	Phase 2 Evaluator	Rosario Quesada IS	
6.	Cynthia S. Zorilla	Head Teacher IV	Phase 2 Evaluator	Luis Palad IS	
7.	Maria Madel C. Rubia	Head Teacher IV	Phase 2 Evaluator	Luis Palad IS	November 27, 2025 1:00pm-5:00pm
8.	Arlene R. Oabel	Master Teacher I	Phase 1 Translator	Luis Palad IS	
9.	Sherlyn C. Moreno	Master Teacher I	Phase 1 Translator	Luis Palad IS	
10.	Niel Orven Talavera	Master Teacher I	Phase 1 Translator	Luis Palad IS	