



Republic of the Philippines  
**Department of Education**  
REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division  
Superintendent

13 Feb 2024

DIVISION MEMORANDUM  
CID No. **032**, s. 2024

**FINALIZING ACTIVITIES FOR SENIOR HIGH SCHOOL EXPO AND JOBS FAIR**

To: Public Senior High School Heads Concerned  
Public Secondary Senior High School Coordinator Officers  
All Others Concerned

- In line with the conduct of the Senior High School Expo and Jobs Fair on February 22-23, 2024 at the Tboli National High School grounds, Tboli, South Cotabato, hence, extensive preparations are anticipated.
- Anent this, the Schools Division Office of South Cotabato through the Curriculum Implementation Division (CID) is requesting Senior High School Officers to take charge of preparations, such as meeting of expected speakers, coordinating with business establishments that will conduct job interviews, printing and distributing invitation letters, judging forms and programs, preparing tokens, and venue from February 14 to February 21, 2024.
- The following Senior High School Officers and division personnel are listed below.

No.	FULL NAME (LAST, First, M.I.)	GENDER (M/F)	SCHOOL/ OFFICE	DISTRICT/ MUNICIPALITY
1	Magealona Tan	F	Tboli NHS	Tboli
2	Mclin Jhon Mabalot	M	Tupi NHS	Tupi
3	Arianne Jade Escalera	F	Bukay Pait NHS	Tantangan
4	Katherine C. Solatorio	F	Sto. Nino NSAT	Sto. Nino
5	Shaira Binas	F	San Jose NHS- Lapuz	Norala
6	Lucille Otones	F	Talisay IS	Lake Sebu
7	Ruby Lyn Samano		Tampakan NHS	Tampakan
8	Gerald Gellamucho	M	New Dumangas NHS	Tboli
9	Johna Rose R. Lavega	F	Colongulo NHS	Surallah
10	Kristine F. Balongo	F	Fabiola Villa Gasis NHS	Norala



Address: Alunan Avenue, Koronadal City, South Cotabato 9506  
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11	Alma Lacro	F	Norala NHS	Norala
12	Joemar R. Buscas	M	Lambukay IS	Banga
13	Nenita A. Brua	F	Tantangan Trade NHS	Tantangan
14	Rene Jean Espina	F	Ned NHS	Lake Sebu
15	Eleanor Digidigan	F	Kusan NHS	Banga
16	Adora Opriasa	F	Polonuling NHS	Tupi
17	Christelyn Mandaya	F	Basag NHS	Tboli
18	Sherwin Tipon	M	El Nonok IS	Banga
19	Danah A. Daham	F	Tboli Sbu SHS	Lake Sebu
20	Bonnie Tugano	M	Sto. Nino NHS	Sto. Nino
21	Loida P. Mangalay	F	Maltana NHS	Tampakan
22	Analyn Dono	F	Lamsugod NHS	Surallah
23	Vanessa Vinzon	F	Emiliano P. Baquial NHS	Tupi
24	May Eleanor Frigillana	F	Pob. Pol. NHS	Polomolok
25	Kristine Joy Namion	F	Pob. Pol. NHS	Polomolok
26	Mila A. De Leon	F	CID	SDOSC

4. For services rendered on Holidays, Saturdays, and Sundays, all personnel concerned are entitled to Compensatory Time Off (CTO) or Service Credits per Civil Service and DBM Joint Circular No. 2, s. 2004 on **Non-Monetary Remuneration for Overtime Service Rendered** or DO 53, s. 2003 on **Updated Guidelines on Grant of Vacation Service Credits to Teachers**.

5. For any inquiries regarding the conduct of this activity, please contact Mila A. De Leon, Education Program Supervisor and Division SHS Focal Person at cellular phone number 09090837080.

6. Meals, snacks, travel allowances, and other incidental expenses are chargeable against School MOOE and other local funds, subject to the usual accounting and auditing rules and procedures.

7. Immediate dissemination of this memorandum is desired.

  
**LEONARDO M. BALALA, CESO V**  
Schools Division Superintendent



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Encl.: None

Reference: As stated

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

SENIOR HIGH SCHOOL MEETING EXPO JOBS FAIR

MADL/DM-2024 finalizing of activities of senior high school expo and jobs fair  
0000/February 13, 2024



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