



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

May 30, 2023

DIVISION MEMORANDUM

OSDS No. 69, s. 2023

**MEETING ON DOCUMENT TRACKING SYSTEM (DTS) and ENTERPRISE
MANAGEMENT SYSTEM (EMS) UPDATING OF PERSONNEL RECORDS AND
INFORMATION**

To: Schools Division Superintendent
Assistant Schools Division Superintendent
All Elementary and Secondary School Heads
All Elementary Administrative Officers II

1. This has reference to the ongoing systems enhancements of Document Tracking System and the Updating of Records in Enterprise Management System (EMS), we are requesting the Administrative Officer II of Elementary Schools and selected Officer-In-Charge for Personnel in the Secondary Schools to attend the meeting on May 31, 2023, at CSDT Conference Room at 1:00PM.
2. Please bring your laptops for the said meeting. Attendance is a must.
3. Immediate dissemination and compliance to this Memorandum is desired.


DANILO G. MOSQUEDA, CEO VI
Schools Division Superintendent 

Enclosure: List of Attending Personnel
Reference: None
Allotment: None
To be included in the Perpetual Index under the following Subjects:
MEETING SYSTEMS

/JML/OSDS-ICTU/DM/SDO Tacurong

5/30/2023



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-200-6316; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



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LIST OF PARTICIPANTS

CLUSTER	School	Attendee
CENTRAL	TPES	Charieben Sebastian
NORTH	ASIS, DJMGCES	Marialina Toring
	SAES	Raiza Grace Leynes
	MAMMES	Sarrah Jane Ruelan
	NLES	Geosalyn Macailing
	BES	Daniel Costas
SOUTH	RMES, RMES-BEAM, LPES	Doreen Lou Estanislao
	LMES	Paulo Miguel Segura
	UKES/JACS	Josie Lavalle
	EPBMES/EPBMES-BEAM	Judith Dorado
WEST	NICES	Krizle Rosales
	KES/MZBES	Merry Ann Villamor
	JHLES	Concepcion Paclibar
EAST	VPDES/TES/SRES	Chinnie Quibuyen
	AFSCS	Raddy Sandig
	SEES/CPVES/PAES	Jacquelin Duadua
SECONDARY	TNHS	Carlo Alej Delantar
	ASBNHS	Glenn daille Joi Sajor
	VFGNHS	Ralph Jan Sespeñe
	SENHS	Charlotte Garcia
	SPNHS	Charmaine Gabato
	UKNHS	Meery Queen Quines
	RMNHS	Glaiza Dasmariñas
Division Personnel		Adelpa Abenoja
		Shirlyn Cuyong
		Mary Loryne Ladigohon
		Chatryn Seron
		Alma Gamboa
		Rex Louis Roncesvalles
		Joey Lozano



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