



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

April 07, 2026

DIVISION MEMORANDUM

OSDS-2026- 068

**ORIENTATION WORKSHOP ON ENTERPRISE MANAGEMENT SYSTEM:
SCHOOL CENTRALIZED OPERATIONS AND PROGRAMS FOR
EDUCATION (SCOPE)**

To: Assistant Schools Division Superintendent
Elementary and Secondary School Heads
Administrative Officer II
Division Section Heads
This Division

1. In line with the continuous enhancement of the Division's Enterprise Management System, an Orientation-Workshop on the Enterprise Management System: School Centralized Operations and Programs for Education (SCOPE) will be conducted on **April 13, 2026 (Monday)** at **8:30AM** to be held at **SDO Conference Hall**.
2. Please refer to the attached file for the list of identified participants.
3. Participants are required to bring their own laptop, charger, and extension cord to ensure active participation during the hands-on workshop. This will allow participants to access the system and accomplish the required outputs during the session.
4. Meals and snacks and other related expenses shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations.
5. For the information and guidance of all concerned.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosure: As stated
Reference: None
Allotment: 1 - 2

To be included in the Perpetual Index under the following Subjects:
MANAGEMENT MEETING

ZBP/ADMIN/DM/ ORIENTATION WORKSHOP ON ENTERPRISE MANAGEMENT SYSTEM: SCHOOL CENTRALIZED OPERATIONS AND PROGRAMS FOR EDUCATION (SCOPE)/ APRIL 07, 2026



Address: Alunan Highway, Poblacion, Tacurong City 9800
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Enclosure to Division Memorandum OSDS 2026 - 068

LIST OF PARTICIPANTS

1. Gildo G. Mosqueda, CEO VI	Schools Division Superintendent
2. Gilbert B. Barrera, CESE	Assistant Schools Division Superintendent
3. Charieben B. Sebastian	Administrative Officer II
4. Rodna N. Rivalal	Administrative Officer II
5. Glory Grace C. Albaran	Administrative Officer II
6. Geosalyn L. Macailing	Administrative Officer II
7. Jacqueline F. Duadua	Administrative Officer II
8. Raddv S. Sandig	Administrative Officer II
9. Chinnie B. Quibuyen	Administrative Officer II
10. Glaiza S. Dasmariñas	Administrative Officer II
11. Concepcion G. Paclibar	Administrative Officer II
12. Sarrah jane G. Ruelan	Administrative Officer II
13. Ma. Lina A. Toring	Administrative Officer II
14. Michelle M. Dorado	Administrative Officer II
15. Heaven Grace B. Arroza	Administrative Officer II
16. Katryna S. Celendro	Administrative Officer II
17. Grace A. Pamposa	Administrative Officer II
18. Roselle T. Carvajal	Administrative Officer II
19. Clarise G. Fabrigar	Administrative Officer II
20. Paulo Miguel C. Segura	Administrative Officer II
21. Reymark B. Pama	Administrative Officer II
22. Doreen Lou B. Estanislao	Administrative Officer II
23. Daniel E. Costas	Administrative Officer II
24. Josie E. Lavalle	Administrative Officer II
25. Raiza Grace O. Levnes	Administrative Officer II
26. Krizle C. Rosales	Administrative Officer II
27. Catherine M. Lozano	Administrative Officer II
28. Merry Queen S. Quines	Administrative Officer II
29. Cleo Irene I. Daroe	Administrative Officer II
30. Merry Ann S. Villamor	Administrative Officer II
31. Adelpa A. Abenoja	Administrative Officer II
32. Charlote M. Garcia	Administrative Officer II
33. Virginia F. Griño National High School	
34. Vivien O. Lima	Administrative Officer IV
35. Eljan S. Diaz	Administrative Assistant III
36. Ramilyn T. Malabor	Administrative Assistant III
37. Jennifer Claire A. Tayag	Administrative Officer IV
38. Glenda P. Orcinado	Administrative Officer IV
39. Alma S. Gamboa	Administrative Assistant III
40. Chatryn Mae L. Seron	Administrative Assistant III
41. Marycris N. Quijada	Administrative Aide III
42. Shirlyn D. Cuyong	Administrative Officer II



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43. Menard-Dence S, Villa	Administrative Assistant III
44. Ellen Rose L. Bade	Administrative Assistant III
45. Novilyn F. Mosqueda	Administrative Aide VI
46. Zenaida B. Porras	Administrative Officer V
47. Joey M. Lozano	ITO I
48. Rex Louis P. Roncesvalles	Administrative Assistant III
49. Jesselle Anne L. Barroga	Secretariat
50. Anna Faith P. Belnas	Secretariat