



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

DEPARTMENT OF EDUCATION
DIVISION OF DAVAO DE ORO
RECORDS SECTION
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Office of the Schools Division
Superintendent

December 10, 2025

DIVISION MEMORANDUM
SGOD-2025- 1774

**MUNICIPAL-WIDE ORIENTATION AND UPSKILLING ON CHILD PROTECTION POLICY
IMPLEMENTATION FOR SCHOOL FOCAL PERSONS AND SCHOOLS ADMINISTRATORS**

To: Concerned District Heads
Concerned School Head
Concerned Teaching Personnel
All Others concerned

1. Attached is a letter of invitation from Monkayo East and West District, regarding the conduct of a Municipal-wide Orientation and Upskilling on Child Protection Policy Implementation for School Focal Persons and School Administrators on December 9-10, 2025, at St. Ignacio de Loyola Parish Hall, Poblacion, Monkayo, Davao de Oro.

2. In this regard, the following personnel are hereby advised to attend the said orientation as Resource Speakers to wit:

Name	Position	Office/School
1. Margirie M. Asuque	Division LRP Focal	SDO-SGOD
2. Jomar M. Dumopoy	TIII – Asst. Legal Officer	SDO-Legal
3. Flora May C. Villanueva	GC III	Nabunturan NCHS
4. Gay Ann C. Claros	GC I	New Bataan NHS
5. Necasia L. Carcueva	GC III	Atty Orlando SSSNHS

3. Travelling, meals, accommodation, and other incidental expenses shall be charged against local Division/School/PTA funds, subject to the usual accounting and auditing rules and procedures.

4. This memorandum will serve as the authority to travel for personnel whose travel needs to be approved by the undersigned.

5. Other details of this memorandum are in the enclosures.

6. Immediate and wide dissemination of this memorandum is highly encouraged.

PHOEBE GAY L. REFAMONTE, CESO VI
Schools Division Superintendent

Reference: FN: SGOD13



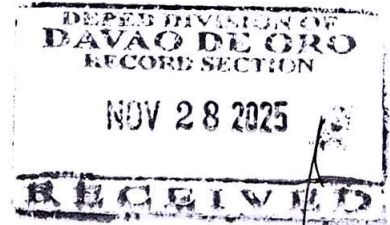
Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
Contact No.: 0951-387-1728 (TNT); 0999-935-5399 (Smart)
Email Address: davaodeoro@deped.gov.ph
Website: www.deped-ddo.com

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Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO
MONKAYO DISTRICT
MONKAYO, DAVAO DE ORO

November 24, 2025



PHOEBE GAY L. REFAMONTE, CESO V

Public Schools Division Superintendent

Division of Davao de Oro

Nabunturan, Davao de Oro

Dear Ma'am:

Greetings!

The Monkayo West and East Districts will be conducting a **Municipal-Wide Orientation and Upskilling on Child Protection Policy Implementation for School Focal Persons and School Administrators** on **December 9–10, 2025**, to be held at St. Ignacio de Loyola Parish Hall, Poblacion, Monkayo, Davao de Oro. This orientation is in partnership with the Local Government Unit of Monkayo.

In relation to this, we would like to respectfully request the presence of the following personnel. We believe that their expertise will greatly contribute to the success of the training:

1. **Ms. Margirie M. Asuque** – Division LRP Focal Person
2. **Mr. Jomar M. Dumupoy** – Assistant Legal Officer
3. **Ms. Flora May C. Villanueva** – Guidance Counselor III
4. **Ms. Gay Ann C. Claros** – Guidance Counselor I

Their participation would be highly valuable in deepening the understanding of Child Protection Policy among our school leaders and coordinators.

Thank you very much, and we look forward to your favorable response.

Respectfully yours,


GINALIE B. WONG

MT I/District Focal Person


MYRALONA N. BALAWAG

DCP/School Principal III
Monkayo East District


SHIRLEY JEAN V. SUGANO, EdD.

Public Schools District Supervisor
Monkayo West District