



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



Office of the Schools Division  
 Superintendent

March 15, 2024

DIVISION MEMORANDUM  
 CID-2024- 233

**2024 REGIONAL SCHOOLS PRESS CONFERENCE (RSPC)  
 FELLOWSHIP NIGHT USHERETTES**

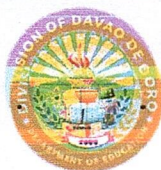
To: Public Schools District Supervisors  
 District Coordinating Principals  
 Elementary and Secondary Schools Administrators  
 All Others Concerned

- In line with the conduct of the 2024 Regional Schools Press Conference (RSPC), this Office hereby informs the following personnel who will serve as USHERETTES during the fellowship night on March 21, 2024, at Nabunturan National Comprehensive High School, to wit,

Name	Designation	School/Office
Leah M. Trinidad	Head Teacher I	Panibasan NHS
Mercy Gift M. Salinas	School Principal I	New Dalaguete ES
Hilda D. Gales	Head Teacher I	Corazon C Aquino NHS
Evelyn A. Ardepuela	Head Teacher II	Nabunturan NCHS
Haide G. Lauron	Head Teacher II	Cabangatan ES
Gladys Ann F. Aldaya	Asst. School Principal	Magsaysay NHS
Christe S. Lancian	School Principal I	Kinuban ES
Riza Y. Labustro	Head Teacher I	Mipangi ES
Therese D. Failago	School Principal I	Camanlangan ES
Sarah Jane M. Loney	Teacher	San Isidro ES
Grace D. Pontillas, EdD	EPS	Division Office
Nohara O. Pinute	EPS	Division Office

- The following are the functions of the usherettes on duty:

- Usher the RD, ARD, SDS, ASDS, Chiefs, and VIPs with their corresponding delegations;
- Update themselves on the different activities and venues to be able to give the correct information;
- Familiarize themselves with the location of the CRs, canteen, clinic/medical team station, and other important establishments;
- Report to the venue of the activities as scheduled, one hour earlier for a brief orientation from their chairperson;



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 Email Address: [davaodeoro@deped.gov.ph](mailto:davaodeoro@deped.gov.ph)  
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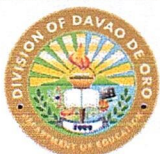
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- Bring along with them alcohol, sanitizer, and wet wipes ready to offer to the VIPs.
3. Travel and other incidental expenses of the participants shall be chargeable against School MOOE/Local Funds, all subject to usual accounting and auditing rules and regulations.
  4. Immediate dissemination of this Memorandum to all concerned is desired.

**CRISTY C. EPE, CESO V**  
Schools Division Superintendent

CID/rne



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