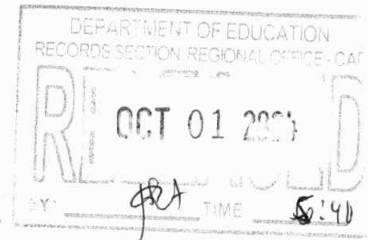




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



01 October 2024

**REGIONAL MEMORANDUM**

No. 683.2024

**UPDATES ON THE 2024 REGIONAL TEACHERS' DAY CELEBRATION**

To: Assistant Regional Director  
All Schools Division Superintendents  
All Regional Functional Division Chiefs  
All Others Concerned

1. Relative to RM No. 648, s. 2024, titled **Conduct of the 2024 Regional teachers Day Celebration** on October 3-4, 2024, this office informs all participants that the venue for the activity will be at El Cielito Hotel, Baguio City.
2. SDO participants (Enclosure 1) are directed to confirm attendance and answer the pre-activity profiling and registration via <https://tinyurl.com/CARcongress> before October 2, 2024.
3. In addition, the Regional Technical Working Committee (Enclosure 2) shall ensure collaboration in the performance of specified terms of reference to attain the congress objectives.
4. In the event that confirmed participants are not able to join the activity due to unavoidable circumstances, the SDO shall ensure provision of replacement in coordination with the HRDD.
5. Travel expenses will be reimbursed by the Regional Office, upon submission of required documents. Reimbursement shall be charged to local funds subject to existing accounting and auditing rules and regulations.
6. All other provisions of the aforementioned memorandum shall remain in order.
7. Should there be queries and/or clarifications, please contact Rosita Agnasi, OIC-HRDD or Lauren Likigan, SEPS-HRDD through email address at [car.hrdd@deped.gov.ph](mailto:car.hrdd@deped.gov.ph).
8. Immediate and widest dissemination of this Memorandum is directed.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/ Regional Director

HRDD/ RCA/ LbL RM - Teachers Day 2024 (2)  
September 19, 2024



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

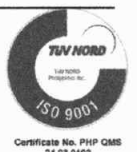
Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



DepEd Tayo Cordillera



<https://depedcar.ph>



Certificate No. PHP QMS  
24 93 0192

## List of Participants from the SDOs

NO	FULL NAME	SEX	SDO	POSITION
1	ANTONIO TAVERNER	Male	ABRA	TEACHER III
2	CARLINA APUYA	Female	ABRA	TEACHER III
3	CECILIA PAPAGAYO	Female	ABRA	TEACHER III
4	CLAUDIO TRONGCO	Male	ABRA	TEACHER III
5	CONSTANTINO RAPISORA	Male	ABRA	TEACHER III
6	DELIVA MACABONTOC	Female	ABRA	TEACHER III
7	GEMMA WADWADAN	Female	ABRA	TEACHER III
8	GRETA FE SAP-ALAN	Female	ABRA	TEACHER III
9	JOCELYN SAMSON	Female	ABRA	MT II
10	NENITA BAESA	Female	ABRA	TEACHER III
11	MYRNA P. PAGUIRIGAN	Female	Apayao	Teacher III
12 to 20	TO BE IDENTIFIED BY SDO APAYAO		Apayao	
21	CECILIA C. GARINGO	Female	Baguio City	TEACHER III
22	CRISPINA K. PA-AY	Female	Baguio City	TEACHER II
23	GODDAN M. SAGALLA	Female	Baguio City	MT I
24	LOURDES C. POSADAS	Female	Baguio City	TEACHER II
25	MARY JANE A. SUAYA	Female	Baguio City	Teacher III
26	NIEVES C. BARBOSA	Female	Baguio City	MT I
27	ANGELINE VIADO	Female	Benguet	MT II
28	ARSENIA PACIO	Female	Benguet	SPET I
29	ASUNTA AMIAO	Female	Benguet	TEACHER III
30	AUREA VALDEZ	Female	Benguet	MT II
31	CARLITA ERASMO	Female	Benguet	TEACHER III
32	CORNELIA A. JOCSI	Female	Benguet	MT I
33	EDITH CARLOS	Female	Benguet	TEACHER III
34	ELENA KIW-AN	Female	Benguet	TEACHER III
35	FELICIDAD MENZI	Female	Benguet	MT III
36	FLORA C. AMBEL	Female	Benguet	TEACHER III
37	GINA GONZALO	Female	Benguet	TEACHER III
38	HONORIA D. CAYAPA	Female	Benguet	MT I
39	JOAN C. ANSELMO	Female	Benguet	TEACHER III
40	JUANITA A. TUCDAAN	Female	Benguet	TEACHER III
41	LILY LANGBIS	Female	Benguet	MT II
42	LOURDES BOHOL	Female	Benguet	TEACHER III
43	LUCIA LUYO	Female	Benguet	TEACHER III
44	MARIECITA PACHECO	Female	Benguet	TEACHER III
45	MERCY WAGNER	Female	Benguet	MT II
46	MINDA PUGAL	Female	Benguet	MT I
47	NORMA ABDUL	Female	Benguet	TEACHER III
48	PITISA T. LAURO	Female	Benguet	TEACHER III
49	ROSITA GARAMBAS	Female	Benguet	MT I
50	TERESITA ESTEBAN	Female	Benguet	TEACHER III
51	AIDA T. ALLAGA	Female	Ifugao	TEACHER III

52	BELEN F. AMILING	Female	Ifugao	TEACHER III
53	ELIZABETH U. HUAGON	Female	Ifugao	TEACHER III
54	GLADYS MARRIE B. BASILIO	Female	Ifugao	SPET III
55	IRENE C. NAILIW	Female	Ifugao	TEACHER III
56	JANE KITONG	Female	Ifugao	TEACHER III
57	JULIET G. DULAWAN	Female	Ifugao	TEACHER III
58	LOLITA H. RAMON	Female	Ifugao	TEACHER III
59	LOURDES CHALANAG	Female	Ifugao	TEACHER III
60	MARCELA HIPNGATON	Female	Ifugao	TEACHER III
61	MARY TOQUERO	Female	Ifugao	MT I
62	NENA M. EDUARDO	Female	Ifugao	TEACHER III
63	RACHEL C. GURNALINÆING	Female	Ifugao	TEACHER III
64	REMEDIOS C. NIBATEN	Female	Ifugao	TEACHER III
65	ROSALINA IPAN	Female	Ifugao	MT I
66	AIDA B. SOLENG	Female	Kalinga	TEACHER III
67	CONSUELO D. MARTIN	Female	Kalinga	MASTER TEACHER III
68	DOUGLAS MANGIDA	Male	Kalinga	MT I
69	ELENA DALOWOG	Female	Kalinga	TEACHER III
70	EVANGELINE E. CALNGAN	Female	Kalinga	TEACHER III
71	JOCELYN B. BENCAN	Female	Kalinga	TEACHER III
72	JOVITA K. DAMONGIT	Female	Kalinga	TEACHER III
73	MARY P. MADARANG	Female	Kalinga	MT II
74	NENA S. BANAWA	Female	Kalinga	TEACHER III
75	ZENAIDA M. ALICOG	Female	Kalinga	MT I
76	CAROL F. BALAQOT	Female	Mt. Province	Master teacher 11
77	DOROTHY CADSI	Female	Mt. Province	Teacher III
78	DORTINA V. PALSI	Female	Mt. Province	Teacher III
79	EMILIA BANAKEN	Female	Mt. Province	Teacher III
80	JANE GOAOC	Female	Mt. Province	Master Teacher II
81	JOCELYN A CIRIACO	Female	Mt. Province	Teacher III
82	JULIET B, LUTONG	Female	Mt. Province	Teacher III
83	LORETA A WANAS	Female	Mt. Province	Teacher III
84	MARIE T. PEDITEN	Female	Mt. Province	HT - III
85	MARILYN G. CHOMENWEY	Female	Mt. Province	MT II
86	MIKE CHORAWAN	Male	Mt. Province	HT - III
87	PETRA K. KOMICLIO	Female	Mt. Province	Master Teacher 1
88	RAQUEL T. TAWAKEN	Female	Mt. Province	Teacher III
89	VIRAINIA R. LINAAYO	Female	Mt. Province	Teacher III
90	WILFREDO B. BALAO -AS	Male	Mt. Province	Teacher III
91	CECILIA T. PASCION	Female	Tabuk City	TEACHER III
92	EMMA F. DOMATOG	Female	Tabuk City	TEACHER III
93	FLORENCE C. MAMICAO	Female	Tabuk City	MT II
94	GEMMA L. TOLENTINO	Female	Tabuk City	TEACHER III
95	GEMMA LANIE O. CAWAS	Female	Tabuk City	SPET II
96	GRACE A. CAUILAN	Female	Tabuk City	TEACHER III
97	INES P. VILORIA	Female	Tabuk City	TEACHER III
98	LEONARDA B. PUDDAO	Female	Tabuk City	TEACHER III
99	ROSALINA A. DACIO	Female	Tabuk City	TEACHER III
100	SUSAN S. ZABALA	Female	Tabuk City	TEACHER III

## Regional Technical Working Committee

	<b>CHAIR</b>	<b>CO-CHAIR</b>	<b>MEMBERS</b>	<b>TASK/S</b>
OVERALL CHAIR/ CONSULTANT	ESTELA P. LEON-CARIÑO EdD, CESO III, Director IV/ Regional Director  RONALD B. CASTILLO Assistant Regional Director			Approves pre and post activity documents; Leads in the overall conduct of the activity
PLANNING & COORDINATION	Maksim Botilas	Rosita Agnasi	Laureen Likigan  Emmanuela Gabol	Ensures coherency of all committees; Prepares pre & post activity requirements; Consolidates presentation from the speakers.
USHERS & USHERRETES	Ethielyn E. Taqued	Purita de Los Santos	Rosita Agnasi  Elvernice Fanged	Assigns in-charge personnel per VIP; Attend to needs of VIPs (room Numbers); Coordinates with other committees; and Welcomes VIPs with lei. Number of VIPs/ list; Asks the VIPs on beverage needs
FOOD AND BILLETING/ ROOMING	Emmanuela Gabol	Laureen Likigan		Prepares room assignment in coordination with the hotel; Coordinates with the supplier on the provision of meals; Ensures variety and nutrient-balanced content; Asks the VIPs on beverage needs Coordinates with the hotel if meal stubs are required
HALL and STAGE SETUP	Clemente D. Bandao	Sasha Joseph L. Daganos		Ensures conduciveness and aesthetics of the hall and table setting using existing materials
PUBLICITY, DOCUMENTATION AND AVP	Cyrille Gaye B. Miranda	Manilyn Botilas		Facilitates photo/ video coverage and documentation; Livestreaming of the opening program;
INVITATIONS	Jennifer P. Ande	Rosita Agnasi	Emmanuela Gabol  May Claire Jimenez	Prepares, distributes and confirms guest invitation and coordinates with all involved parties; Communicates date/ time/ venue changes to invited guests; Prepares and sets name plates for guests/ officials. Serves as the protocol officer. Seeks support for teachers' materials.

	<b>CHAIR</b>	<b>CO-CHAIR</b>	<b>MEMBERS</b>	<b>TASK/S</b>
RAFFLE DRAW	Maksim Botilas	Manilyn Botilas	May Claire Jimenez	Source out prizes for the Raffle draw  Facilitate the conduct of the raffle draw  Facilitate the handing of the prizes
MEDICAL TEAM	DR. Raymond Damoslog			Ensures the availability and access to medical
LOGISTICS VENUE AND KITS	Randolph Flyn Daculog	Vandolph Flora	Marvin Flores	Ensures availability/ procurement of materials and lease of venue as needed for the activities; Distributes kits to the participants; Prepares and seeks signature for acknowledgment receipt.
CERTIFICATES: PARTICIPATION & APPEARANCE	Purita De Los Santos	Mathilda Contero		Prepares, organizes and distributes Certificate of Participation with CA;
ATTENDANCE AND REGISTRATION	Maksim A. Botilas	Emmanuela Gabol		Prepares attendance sheet, ensures all participants signed in the attendance sheet
Opening Program	Sasha Joseph Daganos		Elvernice Fanged Lauren Likigan	Master of Ceremonies Facilitators
TRAVEL REIMBURSEME NT/Finance Concerns	Cristina Paquit		Fremalyn Paclos Febra Gatawa	Reimburse travel expenses of participants
Immersion Activity	Georgina Ducayso	Mayclaire Jimenez		Coordinate with the in charge of the area/venues to be visited by the participants
Transportation	Maksim Botilas		Dwayne Ryland Colas  RO Drivers	Facilitate the provision of ride to transport participants to the immersion area and to transport back to hotel