



Republic of the Philippines  
**Department of Education**

REGION IV-A  
**SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

February 26, 2021

**DIVISION MEMORANDUM**  
NO. 072, s. 2021

To: OIC, Assistant Schools Division Superintendents  
Chief, Curriculum and Implementation Division  
Chief, School Governance and Operations Division  
All Division Section and Unit Heads  
All Education Program Supervisors and Specialists  
All Public Schools District Supervisors  
All Public Elementary and Secondary School Heads  
All Concerned





**LEARNING AND DEVELOPMENT NEEDS ASSESSMENT FOR THE CONDUCT  
OF THE 2021 DIVISION UTILITY TRAINING FOR IMPROVEMENT,  
EFFICIENCY, AND SUCCESS (DUTIES) IN THE WORKPLACE**

1. Recognizing the contributions of every human resource segment in the pursuit for continuous quality basic education delivery, this Office conducts the annual **Division Utility Training for Improvement, Efficiency, and Success (DUTIES) in the Workplace** for its utility personnel and other frontline staff with contract of service employment status.
2. Relevant to this, this Office enjoins all target participants (i.e. Division, District, and school-based utility personnel with permanent items, school-based non-teaching personnel with contract of service employment status, and selected Division Office drivers, through the guidance of their immediate supervisors) to accomplish the learning and development needs assessment form through the link <https://tinyurl.com/DUTIESLND> until **March 5, 2021 (Friday)**. This shall also serve as their pre-registration to the said activity. Target participants' inputs are valuable in developing a training design tailored fit for their group.
3. Attached to this Memorandum is the list of target participants who shall accomplish the said link.
4. Questions and/ or clarifications may be communicated to the office of the Human Resource Development Section through [depedcavite.hrd@deped.gov.ph](mailto:depedcavite.hrd@deped.gov.ph).
5. Immediate dissemination of and strict compliance to this Memorandum is highly desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

RMA/ DM 72 s. 2021  
022621-052/ 02/22/2021



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Attachment to Division Memorandum No. 72, s. 2021 titled **LEARNING AND DEVELOPMENT NEEDS ASSESSMENT FOR THE CONDUCT OF THE 2021 DIVISION UTILITY TRAINING FOR IMPROVEMENT, EFFICIENCY, AND SUCCESS (DUTIRS) IN THE WORKPLACE**

**LIST OF PARTICIPANTS**

No.	Name of Participant	School Name/ District/ Office
1	Augusto C. Calpo, Jr.	Division Office
2	Jessica Cailing	Division Office
3	Marissa Jacob	Division Office
4	Ramil Duclay	Division Office
5	Joel Violeta	Division Office
6	Alvin Sera	Division Office
7	Hermingildo M. Caguioa	Division Office
8	Roland P. Bocalan	Division Office
9	Glenn T. Roduta	Division Office
10	George Bergado	Division Office
11	Carmelo Castro	Division Office
12	Ralph Dominic Cristal	Division Office
13	Gerry Nato	Division Office
14	Honorio D. Nuestro	Alfonso
15	Juancho V. Bedruz	Amadeo
16	Magdaleno D. Perey	Amadeo
17	Efrenio Q. Rural	Amadeo
18	Cezar T. Cortez	Amadeo
19	Agustin B. Tabucol Jr.	Carmona
20	Marcelino T. Mojica	Indang
21	Ronnie L. Fidel	Indang
22	Danilo G. Orenada	Kawit
23	Norlito C. Baron	Kawit
24	Lunito D. Dendiego	Magallanes
25	Demetrio C. Noveno	Magallanes
26	Ricardo C. Piedad	Maragondon
27	Randy C. Feraer	Maragondon
28	Joel M. Del Mundo	Maragondon
29	Norma P. Fijer	Mendez
30	Bonifacio N. Gatpandan	Mendez
31	Carlito P. Herrera	Mendez
32	Carlos S. Pinco	Naic
33	Geronimo B. Andaya	Naic
34	Nicanor P. Bautista	Naic
35	Rogelio B. Ilog	Naic
36	Crisostomo S. Erna	Naic
37	Renante N. Panganiban	Naic
38	Jaime P. Leonizo	Rosario
39	Ernani G. Figueroa	Rosario
40	Eduardo Q. Darantinao	Rosario
41	Conrado C. Salazar	Silang
42	Emelita R. Medina	Silang



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43	Delfin V. Cusay	Silang
44	Rowelito A. Araracap	Tanza
45	Manuel P. Alcala	Tanza
46	Alfredo I. Erni	Trece Martires City
47	Jeffrey R. Pangilinan	Tanza
48	Bello C. Huerto Jr.	Ternate
49	Oliver A. Malabanan	Tagaytay
50	Felixberto A. De Lara	Tagaytay
51	Pablo A. Tagle	Tagaytay
52	Fernando V. Basilio	Tagaytay
53	Apolonio R. Bayas	Tagaytay
54	Jaime Q. Tibayan	Amadeo
55	Antonio M. Zamora	Carmona
56	Roberto D. Mahusay	GMA
57	Noel V. Nacianceno	GMA
58	Ben B. Oligario	Silang
59	Victor R. Paglinawan	Silang
60	Joven P. Perey	Mendez
61	Carlito P. Cupcupin	Rosario
62	Florencio B. Layugan Jr.	Silang
63	Aries F. Rosarda	Indang
64	Ludanilo T. Ramos	Tanza
65	Gloria B. Loyola	Amadeo
66	Emmanuel C. Apay	Naic
67	Nelson V. Manalo	Alfonso NHS
68	Venancio A. Marquez	Amadeo NHS
69	Domingo B. Villasis Jr.	Amadeo NHS
70	Alvin D. Cristo	Amaya Sch. Of Home Industries
71	Elena M. Saguid	Amaya Sch. Of Home Industries
72	Ernesto P. Alegre	Asis NHS
73	Liberato L. Tamayo	Bucal NHS
74	Nomer N. Torres	Bucal NHS
75	Pia E. Abad	Cavite Nat'l. Science HS
76	Arsenio B. Alejandro	ETTMNHS
77	Richard V. Caringal	ETTMNHS
78	Jayson D. Roncale	ETTMNHS
79	Von Ryan A. Ortiz	ETTMNHS
80	Florencia B. Brazal	ETTMNHS
81	Cristiel C. Dela Peña	GMATHS
82	Babylyn D. Poblete	GMATHS
83	Crispin O. Echague	GMATHS
84	Andy Rean R. Gal	GMATHS
85	Enrico D. Madriaga	GMATHS
86	Elpidio F. Del Mundo, Jr.	Kaytitinga NHS
87	Manolito H. Anit	Maragondon NHS
88	Noel A. Digma	Pulo ni Sara NHS
89	Jose Alfonso R. Articulo	San Jose Com. HS
90	Elizabeth M. Blancaflor	Tanza NCHS



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91	Marjorie A. Volante	Tanza NCHS
92	Resurexcion A. Dator	Tanza NCHS
93	Mary Joyce A. Valencia	Tanza NCHS
94	Manolito L. Pereña	Tanza Nat'l. Trade School
95	Leonardo D. Reyes	Taywanak NHS
96	Oliver A. Tiongco	Ternate NHS
97	Cornelio P. Diloy	Trece Martires City NHS
98	Noevien R. Tahimic	Trece Martires City NHS

**Note: Non-teaching personnel with contract of service employment status are not on the list but shall also accomplish the learning and development needs assessment form through <https://tinyurl.com/DUTIESLND>**



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