



Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES

0012

July 1, 2024

DIVISION MEMORANDUM

No. 161, s. 2024

CORRIGENDUM ON THE DIVISION MEMORANDUM NO. 142, S. 2024 DATED JUNE 3, 2024 AND DIVISION MEMORANDUM NO. 147, S. 2024 DATED JUNE 10, 2024 (ONBOARDING OF NEWLY HIRED EMPLOYEES OF THE SCHOOLS DIVISION OF BATANES FOR THE CY 2024)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
SDO Section and Unit Heads and Staff
Elementary and Secondary School Heads
This Schools Division

1. Please be advised that the Onboarding of Newly Hired Employees which was previously scheduled on July 6 to 7, 2024 was adjusted to July 5 to 6, 2024 (Friday and Saturday).
2. Enclosed is the adjusted Matrix of Activities.
3. All other provisions of the DM No. 142, s. 2024 and DM No. 147, s. 2024 will remain in effect.
4. For the information and guidance of all concerned.


ALFREDO B. GUMARU JR. EdD, CESO V
Schools Division Superintendent

Encl: as stated

To be indicated in the Perpetual Index

Under the following subjects:

ASSESSMENT

HIRING

OSDS/abgj/ebe

RI-07-24-006

DepEd SDO - Batanes

JUL 02 2024

RELEASED
BY:  TIME: 1:30



Address: Basco, Batanes, 3900
Contact No.: 09603974200
Email Address: batanes@deped.gov.ph
Facebook: facebook.com/deped.batanes
Website: <https://batanes.deped.gov.ph>

Doc Code:	FM-ORD-005	Rev:	00
As of:	Jul 2, 2018	Page:	1

(Enclosure to Division Memorandum No. 161 s. 2024)

ONBOARDING OF NEWLY HIRED EMPLOYEES OF THE SCHOOLS DIVISION OF BATANES FOR THE CY 2024

Ivatan Conference Hall
July 5 to 6, 2024

Matrix of Activities

Time	No. of minutes	Topic	Resource Speaker
7:30 – 8:00	30 mins	Registration	c/o Shirly L. Gutierrez
8:00 – 8:30	30 mins	Opening Program and Oath Taking	c/o Ayrine C. Geronimo SEPS-HRD Esperanza B. Ereful AOIV - HRM
8:30 – 10:10	100 mins	Session 1: DepEd Vision, Mission, Core Values, and Goals	Jay V. Gonzales Education Program Supervisor
		Health Break	
10:20 – 12:00	100 mins	Session 2: DepEd Organizational Structure	Elena A. Baldomar Education Program Supervisor - CID
		Lunch Break	
1:00 - 2:25	85 mins	Session 3: Financial Literacy	Joseph L. Caliguiran LBP Manager
2:25 – 3:50	85 mins	Session 4: Professional Ethics	Leilannie H. Elacion Guidance Counselor- BNSHS
		Health Break	
4:00-5:00	60 mins	Session 5: Philhealth	Grentt Dale Calosa Nurse II
DAY 2			
8:00-9:25	85 mins	Session 6: GSIS/Pag-IBIG & Other Benefits	Virginia A. Vinalay Administrative Officer V
		Health Break	
9:35-10:35	60 mins	Session 7: Social Media Etiquettes	Glyza Mae Valiente Senior Science Research Specialist - DA-BES
10:35-12:00	85 mins	Session 8: Leaves and other Personnel Matters	Esperanza B. Ereful Administrative Officer IV
		Lunch Break	
1:00-3:00	120 mins	Session 9: RPMS- IPCR (Workshop)	Ayrine C. Geronimo (Teaching) AO Vinalay/HR Ereful (Non-Teaching)
		Health Break	
3:15 – 4:15	60 mins	Continuation of Session 9: RPMS- IPCR (Break-out Session)	Ayrine C. Geronimo/ AO Vinalay/HR Ereful
4:15 – 5:00	45 mins	Closing Program	c/o Sheila H. Ydel