

Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

September 27, 2023

REGIONAL MEMORANDUM

No. 966 s. 2023

To: Schools Division Superintendents
 Regional Public Assistance Coordinator (RPAC)
 Division Public Assistance Coordinators (DPACs)
 All Others Concerned

CONDUCT OF THE NATIONAL CONFERENCE OF PUBLIC ASSISTANCE COORDINATORS

1. In reference to **Memorandum PAS-OD-2023-048** dated September 19, 2023, the field is hereby informed of the above-captioned activity.
2. All designated RPAC and DPACs are enjoined to attend. You may confirm your attendance through the link: <https://bit.ly/NCPACSRegistration> on or before October 6, 2023.
3. Travelling expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations of the Department.
4. Immediate dissemination of this Memorandum is desired.


WILFREDO E. CABRAL, CESO III
 Regional Director

Reference: Memorandum PAS-OD-2023-048

To be indicated in the Perpetual Index
 under the following subjects:

OFFICES
 OFFICIALS
 EMPLOYEES

ORD/PAU



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Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 2




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MEMORANDUM
PAS-OD-2023-048

FOR : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS

ATTN : **REGIONAL PUBLIC ASSISTANCE COORDINATORS**
DIVISION PUBLIC ASSISTANCE COORDINATORS

FROM :  **JASON V. MERCENE**
Supervising Administrative Officer
Officer-in-Charge, Office of the Director
Public Affairs Service

SUBJECT : **CONDUCT OF THE NATIONAL CONFERENCE OF PUBLIC ASSISTANCE COORDINATORS**

DATE : September 19, 2023

The Department of Education (DepEd), through the Public Affairs Service – Public Assistance Action Center (PAS-PAAC), is set to conduct the National Conference of Public Assistance Coordinators (NCPACs) which aims to discuss the issues affecting the provision of quality public service, capacitate our participants with their roles and responsibilities based on DepEd Memorandum No. 46, s. 2022 titled "Designation of Regional and Division Public Assistance Coordinator," and converge our DepEd PACs to plan strategic directions in providing satisfactory services to our stakeholders.

In line with this, we would like to invite all designated DepEd PACs to attend the conference on **October 17 – 20, 2023, at Baguio Teachers' Camp, Baguio City**. You may confirm your attendance through this link: <https://bit.ly/NCPACSRegistration> **on or before October 6, Friday**. The provisional program and list of expected participants are attached as Annex A and Annex B, respectively, for your ready reference.

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Kindly take note of the following schedule and reminders for the conference:

- a. The check-in date of participants shall be on **October 17, Tuesday, from 2:00 P.M. onwards** with dinner as the first meal, while the check-out shall be on **October 20, Friday**, with lunch as the last meal;
- b. Ensure that you have confirmed your attendance through the provided link. Accommodation shall be based on the confirmation of attendance and the basis of the participants' certificates;
- c. Kindly inform us if there will be any changes on the designated PAC of your respective division/region;
- d. Please bring your own working laptop and power strip; and
- e. Travelling expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations of the Department.

Should you have any questions or clarifications, you may contact Ms. Beverly G. Berame or Ms. Grazielle Anne A. Sarical, PAS-PAAC, through the following:

Email address: depedactioncenter@deped.gov.ph
Phone numbers: 8638-7530, 8633-1942
Viber number: 09672498552

We are looking forward to your active participation. Thank you.



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ANNEX A

PROVISIONAL PROGRAM FOR THE NATIONAL CONFERENCE OF PUBLIC ASSISTANCE COORDINATORS (NCPACs)

OCTOBER 17 (DAY 0)	
TIME	ACTIVITY
2:00 P.M. onwards	Arrival and check-in of participants

OCTOBER 18 (DAY 1)		
TIME	ACTIVITY	FOCAL PERSON / SPEAKER
8:00 – 8:30	Registration of Participants	Secretariat
8:30 – 8:40	Invocation National Anthem Acknowledgment of Participants House Rules	Host
8:40 – 9:00	Opening Remarks	Mr. Jason V. Mercene Supervising Administrative Officer Officer-in-Charge, Office of the Director Public Affairs Service
9:00 – 9:30	Keynote Message	Atty. Michael T. Poa Undersecretary and Chief of Staff Officer-in-Charge, Office of the Undersecretary for Finance
9:30 – 11:00	Presentation of Regional Public Assistance Updates and Best Practices	Regional Public Assistance Coordinators
11:00 – 12:00	Updates on the Frontline Services of the Department of Education	Ms. Beverly G. Berame Administrative Officer V Head, Public Assistance Action Center
12:00 – 1:00	Lunch	
1:00 – 2:00	Proper Handling of Cases/Complaints Question and Answer	Mr. Jamaica G. Rangiris Special Investigator III Legal Service – Investigation Division

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2:00 – 2:50	Child Protection in Education Question and Answer	Atty. Suzette T. Gannaban-Medina Director III Head, Learner Rights and Protection Office (LRPO)
2:50 – 3:00	Ice breaker	
3:00 – 3:50	Open Forum	Host
3:50 – 4:00	Synthesis	Luzon Cluster

OCTOBER 19 (DAY 2)		
TIME	ACTIVITY	FOCAL PERSON / SPEAKER
8:00 – 9:00	Attendance Energizer Recap	Secretariat
9:00 – 10:00	8888 Citizens' Complaint Hotline Question and Answer	Dir. Floreida A. Apolinario Director IV 8888 Citizens' Complaint Center Office of the President Mr. Alexis B. Bituaran 8888 Citizens' Complaint Center Office of the President
10:00 – 10:50	Strengthening Freedom of Information in Education Question and Answer	Ms. Patricia Maranan Project Development Officer III Freedom of Information – Project Management Office
10:50 – 11:00	Ice breaker	
11:00 – 12:00	DepEd's Citizen's Charter and Client Satisfaction Measurement (CSM) Question and Answer	Ms. Diane-Joyce G. Perez Administrative Officer V Bureau of Human Resource and Organizational Development – Organization Effectiveness Division
12:00 – 1:00	Lunch	
1:00 – 2:00	Preparing the Client Satisfaction Measurement (CSM) and Resolution of Complaints Reports Question and Answer	Ms. Grazielle Anne A. Sarical Administrative Officer II Public Assistance Action Center
2:00 – 2:10	Icebreaker	

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2:10 – 3:50	Annual Work Plan Preparation	Ms. Bibiana A. Ungriano Administrative Officer V Finance Service – Budget Division
3:50 – 4:00	Synthesis	Visayas Cluster
4:00 – 6:00	Break and Dinner	
6:00 – 8:00	Socials Night	

OCTOBER 20 (DAY 3)		
TIME	ACTIVITY	FOCAL PERSON / SPEAKER
8:00 – 8:30	Attendance Energizer Recap	Secretariat
8:30 – 10:00	Discussion/Presentation of DepEd Public Assistance Coordinators' Outputs	Ms. Beverly G. Berame Administrative Officer V Head, Public Assistance Action Center
10:00 – 11:00	Open Forum	
11:00 – 11:40	Presentation of Certificates	Host
11:40 – 11:50	Synthesis	Mindanao Cluster
11:50 – 12:00	Closing Remarks	Host

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ANNEX B

LIST OF EXPECTED PARTICIPANTS

REGION I, ILOCOS	
Regional Office	Cesar S. Bucsit Joanna P. Diaz-Sabado
Alaminos City	Diana Marie Gaspar Oiguan
Batac City	Reyna Monique L. Lanuza
Candon City	Dianalou Isabel T. Calindas
Dagupan City	Haydee C. Maiquez
Ilocos Norte	Atty. Marshall Ellis M. Diego
Ilocos Sur	Lysander N. Espejo
La Union	Marlon G. Canave
Laoag City	Cherry Joy D. Garma
Pangasinan I	Mari Joy S. Rosario
Pangasinan II	Atty. Ma. Jessica Louise D. Tibay
San Carlos City	Dennis Donald L Doria
San Fernando City	Aurelio C. Dayag, Jr.
Urdaneta City	Isagani D. Narciso
Vigan City	Anna Liza C. Aurellado

REGION II, CAGAYAN VALLEY	
Regional Office	Amir M. Aquino Maribel C. Buyogan
Batanes	Jonas Carlo F. Trillana
Cagayan	Julius T. Viernes
Cauayan City	Alexander G. Geronimo
Ilagan City	Joydee S. Crisostomo
Isabela	Jay J. Gallegos
Quirino	Arnold O. Saballa
Santiago City	Shirlyn Regindin Macaspac
Nueva Vizcaya	Dindo John H. Moreno
Tuguegarao City	Dante S. Abella

REGION III, CENTRAL LUZON	
Regional Office	Michelle C. Lacson Kim Jayson G. Villezca
Angeles City	Paul Nikon T. Alcayro
Aurora	Atty. Glory Pearl D Amwao

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Balanga City	ASDS Ilynne S. Samonte
Bataan	ASDS William Roderick R. Fallorin
Bulacan	Lorena P. Bodoso
Cabanatuan City	Emma S. Aragon
Gapan City	Arvin D. Dizon
Mabalacat City	Michael T. Pineda
Malolos	Atty. Anna Dominique L. Guison
Meycauayan City	Welfredo M. Escalante
Nueva Ecija	Hermogenes N. Camangeg
Olongapo City	Ricardo E. Ednave
Pampanga	JB B. Manalang
San Fernando City	Atty. Allyssa Marie P. Yandoc
San Jose City	Allan S. Santos
San Jose Del Monte City	Maria Eleonor D. Gavino
Science City of Muñoz	Rosan E. Ariston
Tarlac Province	Eric Mel P. Corpuz
Tarlac City	Atty. Michael Joseph A. Prellejera
Zambales	Sol E. Solomon

REGION IV-A, CALABARZON

Regional Office	Ariel M. Azuelo Atty. Marianne Dilag
Antipolo City	Kelvin P. Matib
Bacoor City	John Erasmus Marie M. Eclarinal
Batangas Province	Karen M. Salimo
Batangas City	Atty. Mikko Paolo A. Perez
Biñan City	Atty. Pacifico Jacinto P. Medina Jr.
Cabuyao City	Aileen M. Bartido
Calamba City	Atty. Jonas Anton M. Manalo
Cavite City	Willie A. Oliver
Cavite Province	Royce R. Aure
Dasmariñas	Atty. Alexis Victor G. Balicas
General Trias City	Pauline Vianca F. Cardines
Imus City	Ariel Luanson Dayrit
Laguna	Marlyn N. Lozada
Lipa City	Atty. Lovelyn M. Atienza
Lucena City	Cristina B. Rogelio
Quezon Province	Jackqueline D. Nuyda
Rizal	Atty. Ronalyn A. Erbon
San Pablo City	Christine Ann Marie A. Batacan
San Pedro City	Christopher E. Comia

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Santa Rosa City	Atty. Carlo June C. Tibayan
Sto. Tomas City	Catalina M. Calinawan
Tanauan City	Rachel G. Coronel
Tayabas City	Conrado C. Gabarda

REGION IV-B, MIMAROPA

Regional Office	Sherelyn Laquandanum Gina R. Talabis
Calapan City	Imee D. Argueles
Occidental Mindoro	Maria Angelica A. Insigne
Oriental Mindoro	Jenalyn B. Generato
Palawan	Jona P. Picardal
Puerto Princesa City	Atty. Anniza M. Babao
Romblon	Chiara M. Berano
Marinduque	Atty. Ayzel Lea Palmero

REGION V, BICOL

Regional Office	Mayflor Marie J. Jumamil
Albay	Atty. Eleaza Marie P. Encisa
Camarines Norte	Antonio C. Ahmad
Camarines Sur	Salvador T. Pelingon
Catanduanes	Atty. Norlito Jr. P. Agunday
Iriga City	Noel C. Panga
Legazpi City	Renee Rose B. Paunil
Ligao City	Jose R. Nobela
Masbate City	Agustin D. Cedillo
Masbate Province	Jeric E. Cabug
Naga City	Atty. Darcy Bertulfo E. De Lima
Sorsogon Province	Atty. Noel B. Evan
Sorsogon City	Kenneth A. Golimlim
Tabaco City	Atty. Arnel Najarila

REGION VI, WESTERN VISAYAS

Regional Office	Hernani D. Escullar, Jr.
Aklan	Terry Marte-Gonzales
Antique	Eric B. Cortejo
Bacolod City	Celestino I. Nifras, Jr.
Bago City	Atty. Erwin Cabarles
Cadiz City	Dondy A. Depositario
Capiz	Atty. Joseph A. Iturralde
Escalante City	Harry John C. Jarina

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Himamaylan City	Epi Ma. Cassandra A. Dajao
Iloilo City	Antonina A. Java
Iloilo Province	Leonil T. Salvilla
Kabankalan City	Jewelyn Q. Cadigal
La Carlota City	Roselima P. Figueroa
Negros Occidental	Ian Arnold M. Arnaez
Passi City	Nilo Pacheco
Roxas City	Atty. Christine Joy B. Banday
Sagay City	Rhodora D. Desamparado
San Carlos City	Joven C. Cahaban
Silay City	Atty. Faith O. Luberas
Sipalay city	Baltazar B. Tabiano
Victorias City	Giovanni Wray A. Estraña

REGION VII, CENTRAL VISAYAS

Regional Office	Amaryllis R. Villarmia
Bais City	Michelle V. Larena
Bayawan City	Apple Mae C. Ridad
Bogo City	Philip M. Condor
Bohol	Guy G. Aranjuez
Canlaon City	Arlie J. Velasco
Carcar City	Emma Dano
Cebu City	Anthony Ignatius P. Alix
Cebu Province	Blessilda Pitogo
Danao City	Atty. Aldwin Brian C. Desabille
Dumaguete City	John Dave A. Calanza
Guihulngan City	Mary Grace Esconde
Lapu Lapu City	Marricar Runez
Mandaue City	Atty. Marinel D. Oro
Naga City	Jasmine V. Birondo
Negros Oriental	Karla P. Antonio
Siquijor	Ruby Jane O. Ramirez
Tagbilaran City	Aquilino T. Milar Jr.
Talisay City	Ayren S. Belleza
Tanjay City	Johanna E. Oracion
Toledo City	Atty. Sheree Mae S. Gutang

REGION VIII, EASTERN VISAYAS

Regional Office	Jasmin F. Calzita
Baybay City	Josephus Anthony T. Duenas

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Eastern Samar	Abner Clamor Aclao
Leyte	Karen H. Barril
Maasin City	Rofelyn B. Inutan
Northern Samar	Davy T. Aplan
Ormoc City	Maria Claudith Lucero Manawatao
Samar	Gerry P. Ocenar
Southern Leyte	Lyna M. Gayas
Tacloban City	Nilo M. Eder

REGION IX, ZAMBOANGA PENINSULA

Regional Office	Dahlia Paragas Iris Faye D. Ceniza
Dapitan City	Anthon John S. Soriano
Dipolog City	Cielbert E. Dondoyano, Jr.
Isabela City	Ali-vin J. Usngan
Pagadian City	Locke D. Jusay
Zamboanga City	Dorely Eliza P. Dela Cruz
Zamboanga del Norte	Nicollette Ria E. Tangon
Zamboanga del Sur	Nilo C. Villarubia
Zamboanga Sibugay	Rhea Grace A. Laplana

REGION X, NORTHERN MINDANAO

Regional Office	Ramon Abrera Fatima E. Villaremo
Bukidnon	Ramon Vincent A. Torres
Cagayan de Oro City	Jairus John M. Gochuco
Camiguin	Elson Cabantac Jamero
El Salvador City	Jeffrey M. Martinez
Gingoog City	Carmilla J. Lauzon
Iligan City	Sheisa Blessing L. Saniel
Lanao del Norte	Jennifer R. Intong
Malaybalay City	Elaine Joy B. Baula
Misamis Occidental	Elyn Kendra B. Dampor
Misamis Oriental	Mark Lorren T. Tejano
Oroquieta City	Louie B. Roferos
Ozamiz City	Vincent Sheldon A. Zabala
Tangub City	Joselito P. Vince

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Valencia City	Philip T. Perez
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REGION XI, DAVAO	
Regional Office	Maria Gemima V. Galang
Davao City	Doris Amabelle Redulla Emperador
Davao De Oro	Jomar M. Dumopoy
Davao del Norte	April Julie Mae P. Gonzaga
Davao del Sur	Antonio C. Pace IV
Davao Occidental	Elenita L. Bernales
Davao Oriental	Luis G. Culaba
Digos City	Francis Jude D. Alcomendras
Mati City	Leorisyl D. Siarot
Panabo	Neo Carlo R. Magno
Samal Island	Dianne Jean D. Mondal
Tagum City	Harley B. Aglosolos

REGION XII, SOCCSKSARGEN	
Regional Office	Reah Joy S. Halique
General Santos City	Lizette May Isabel N. Dioso
Kidapawan City	Johannah D. Bantas
Koronadal City	Danilo M. Pajel, Jr.
North Cotabato	Kenny Marie N. Recona
Saranggani	Irma May G. Dinasas
South Cotabato	Ronald Jim S. Somera
Sultan Kudarat	Richard A. Fernandez
Tacurong City	Zenaida B. Porras

REGION XIII, CARAGA	
Regional Office	Pedro Tecson
	Jez Marie R. Macuno
Agusan Del Norte	Jocelyn R. Mission
Agusan del Sur	Dandy V. Anino
Bayugan City	Wendel Cero Federicos
Bislig City	Eliakem B. Revil
Butuan City	Israel B. Reveche
Cabadbaran City	Meconcepcion Lansang
Dinagat Islands	Atty. Sheralyne D. Pequiña
Siargao	Kem E. Abuton, Jr.
Surigao City	Angelisa G. Cultura
Surigao Del Norte	Rose Jeane O. Suarez
Surigao Del Sur	Vilma Rose L. Talisic

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Tandag City	Perna L. Tejano
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CORDILLERA ADMINISTRATIVE REGION	
Regional Office	Georaloy I. Palao-ay Cyrille Gaye Miranda
Abra	Bless Maricar B. Ramos
Apayao	Allan C. Gobrin
Baguio City	Jerry C. Ymson
Benguet	Lorna M. Yaco
Ifugao	Genebieve Camhit
Kalinga	Merlyne I. Gumatay
Mountain Province	Arniel C. Bagayao
Tabuk City	Ana Marie Bucahan

NATIONAL CAPITAL REGION	
Regional Office	Germa Constatino Al-nemery M. Gangco
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Las Piñas City	Hedeliza Ann E. Yadao
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Malabon City	Richell G. Cordevilla
Mandaluyong	John Darryll S. Mercado
Manila	Paulyne Joanne R. Pascual
Marikina City	Agnes C. Franco
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Paranaque City	Hector Hugh L. Ngales
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