



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



May 13, 2024

REGIONAL MEMORANDUM

No. 468s. 2024

**To: SCHOOLS DIVISION SUPERINTENDENTS
 DIVISION ATTORNEYS/LEGAL COORDINATOR**

**LIST OF PARTICIPANTS AND WORKSHOP REMINDERS FOR THE LEGAL
 WRITESHOP 2024 AND BENCHMARKING OF DEPED CAR'S LEGAL
 SERVICE INFORMATION SYSTEM (LSIS)**

1. The **LEGAL WRITESHOP 2024 AND BENCHMARKING OF DEPED CAR'S LEGAL SERVICE INFORMATION SYSTEM (LSIS)** will be held on **May 20-24, 2024** from **8:00 a.m. to 5:00 p.m.** at **DEPED NEAP CAR**, Wangal, La Trinidad.
2. The participants are identified Legal Officers/Legal Coordinator/Legal Staff and Information Technology Officers from the sixteen (16) Division Offices and the Regional Office of the Department of Education – National Capital Region, as follows:

NAME	POSITION	OFFICE
Atty. Kathrine Mae M. Hoggang	Attorney III	Division of Caloocan City
Atty. Hiede S. Manginga	Attorney III	Division of Makati City
Atty. Josa Mary M. Nombres	Attorney III	Division of Malabon City
Atty. Ma. Bernice Doreen M. Aberin	Attorney III	Division of Mandaluyong City
Atty. Ceasar Augustos E. Cebujano	Attorney III	Division of Marikina City
Atty. Erness Faith J. Regacho - Espanto	Attorney III	Division of Muntinlupa City
Atty. Elvie G. Bialno	Attorney III	Division of Navotas City
Atty. Mark Francis O. Na-oy	Attorney III	Division of Parañaque City
Hector Hugh L. Ngales	PDO II (Designated Legal Assistant)	Division of Parañaque City



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Atty. Jean S. Napay - Litusquen	Attorney III	Division of Pasay City
Jude B. Sodusta*	Computer Programmer	Division of Pasay City
Atty. Mathew B. Domingono	Attorney III	Division of Quezon City
Allan Eliezer M. Mal-In	Legal Coordinator	Division of San Juan City
Leon M. Pangda*	Information Technology Officer	Division of San Juan City
Atty. Brent B. Buliyat	Attorney III	Division of Taguig City and Pateros
Atty. Hazel G. Dilig - Carandang	Attorney III	Division of Valenzuela City
Atty. Mark Angelo S. Enriquez	Teacher I (Detailed)	Division of Valenzuela City

REGIONAL OFFICE PERSONNEL

NAME	POSITION
Atty. Annaliza G. Esperanza	Attorney IV
Atty. Maria Hannah D. Perez - Formento	Attorney III
Mohammad Khalid B. Gunting	Legal Assistant II
Freddie Jr. E. Romance	Administrative Aide VI
Jesselle D. Macabinguil	Administrative Assistant - COS
Gina M. Galvez*	Computer Programmer II
Freddie A. Romance	Driver - COS

*Present for the Benchmarking of LSIS (Day 1 to Day 3)

3. Please be informed that proportionate expenses incurred shall be charged to registered participants who deliberately failed to attend this activity.
4. Participants must bring their own laptop and extension cord.
5. Participants are expected to be at the venue at 12 noon of Day 1, May 20, 2024. The first meal to be served is lunch on May 20, 2024, while the last meal to be served on May 24, 2024, is dinner.



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6. Program shall start at exactly 1:00 p.m. on Day 1, May 20, 2024.
7. Expenses relative to the conduct of the meeting are chargeable against local funds, subject to the usual budgeting and accounting rules.
8. For further inquiries, please contact Mr. Freddie Jr. E. Romance *via* email at legalunitncr@vmail.com.

JOCELYN DR. ANDAYA
Director IV



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