

Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

**REGIONAL MEMORANDUM**

ORD-2024- 684

**TO :** SCHOOLS DIVISION SUPERINTENDENTS  
 RO DIVISION CHIEFS

**FROM :** JOCELYN DR ANDAYA *JN*  
 Director IV

**SUBJECT :** GRANTING OF COMPENSATORY TIME-OFF/SERVICE CREDIT FOR THE PARTICIPANTS OF POSITION COURSE ON INCIDENT COMMAND SYSTEM LEVEL-3 ON JUNE 16 & 17, 2024.

**DATE :** July 4, 2024

1. Due to the declaration of June 17, 2024 Eid al-Adha (Feast of the Sacrifice), a regular non-working holiday throughout the country and June 16, 2024 (Sunday), the following participants who attended the Position Planning Course on Incident Command System Level-3 on June 16-21, 2024 are given two (2) days Service Credit or Compensatory Time-Off which ever applies, in compliance with the guidelines on the granting of service credits and compensatory time-off per existing policies and guidelines.

	Name	Office/SDO	June 16, 2024 (Sunday)	June 17, 2024 (Eid al-Adha)
1	Perlito G. Manalad	ESSD	8:00 – 5:00	8:00 – 5:00
2	Gina L. Cruz	ESSD	8:00 – 5:00	8:00 – 5:00
3	Rommel M. Villareal	ASD	8:00 – 5:00	8:00 – 5:00
4	Al-nemery Gangco	PAU	8:00 – 5:00	8:00 – 5:00
5	Melissa DL Amada	ASD	8:00 – 5:00	8:00 – 5:00
6	Regine Zapanta	ESSD	8:00 – 5:00	8:00 – 5:00
7	Aries M. Arboladura	Caloocan	8:00 – 5:00	8:00 – 5:00
8	Edgar R. Bonifacio	Malabon	8:00 – 5:00	8:00 – 5:00
9	Vince John B. Yangga	Malabon	8:00 – 5:00	8:00 – 5:00
10	Jeffrey S. Carlos	Malabon	8:00 – 5:00	8:00 – 5:00
11	Daniel G. Francisco	Navotas	8:00 – 5:00	8:00 – 5:00



Address: 6 Misamis St., Bago Bantay, Quezon City  
 Email address: ncr@deped.gov.ph  
 Website: depedncr.com.ph

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 3



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

12	Gil C. Bautista	Navotas	8:00 – 5:00	8:00 – 5:00
13	Rizeal C. Biejo	Marikina	8:00 – 5:00	8:00 – 5:00
14	Noemi A. Valerio	Marikina	8:00 – 5:00	8:00 – 5:00
15	Hadji M. Tejada	Marikina	8:00 – 5:00	8:00 – 5:00
16	Reinan M. Ignacio	Marikina	8:00 – 5:00	8:00 – 5:00
17	Adoracion A. Valderrama	Marikina	8:00 – 5:00	8:00 – 5:00
18	Hilda F. Tardecilla	Marikina	8:00 – 5:00	8:00 – 5:00
19	Gemmo Parajas	Marikina	8:00 – 5:00	8:00 – 5:00
20	Prime N. Quintana III	Marikina	8:00 – 5:00	8:00 – 5:00
21	Robert Pelijates	Manila	8:00 – 5:00	8:00 – 5:00
22	Romeo Navoa	Manila	8:00 – 5:00	8:00 – 5:00
23	Edmund Villareal	Manila	8:00 – 5:00	8:00 – 5:00
24	John Paul Timbas	Manila	8:00 – 5:00	8:00 – 5:00
25	Sebastienne Mari A. Picardal	TaPat	8:00 – 5:00	8:00 – 5:00
26	Lorilyn M. Lea	TaPat	8:00 – 5:00	8:00 – 5:00
27	Johanssen C. Yap	Quezon City	8:00 – 5:00	8:00 – 5:00
28	Pamela N. Edangal	Quezon City	8:00 – 5:00	8:00 – 5:00
29	Reynante L. Benito	Muntinlupa	8:00 – 5:00	8:00 – 5:00
30	Jericho B. Ylen	Muntinlupa	8:00 – 5:00	8:00 – 5:00
31	Eduardo L. Kondo	Muntinlupa	8:00 – 5:00	8:00 – 5:00
32	Ryan Benedict D. Villanueva	Las Pinas City	8:00 – 5:00	8:00 – 5:00
33	Mamerto G. Presentacion	Mandaluyong	8:00 – 5:00	8:00 – 5:00
34	March Gerome M. Catchillar	Paranaque	8:00 – 5:00	8:00 – 5:00
35	Flerida Giron	Pasig City	8:00 – 5:00	8:00 – 5:00
36	Clifford Stephen Sison	Pasig City	8:00 – 5:00	8:00 – 5:00
37	John Darryl Velasco	Pasig City	8:00 – 5:00	8:00 – 5:00
38	Rose Ann B. Pamintuan	Pasig City	8:00 – 5:00	8:00 – 5:00
39	Peter Pobre	Pasig City	8:00 – 5:00	8:00 – 5:00
40	Richmond Ian Gonzales	Pasig City	8:00 – 5:00	8:00 – 5:00
41	Ricardo Calañas	Caloocan City	8:00 – 5:00	8:00 – 5:00
42	Catherine T. Galvez	Caloocan City	8:00 – 5:00	8:00 – 5:00

2. Immediate dissemination of this Memorandum is desired.

essd/lito/24



Address: Misamis St., Bago Bantay, Quezon City  
Email address: ncr@deped.gov.ph  
Website: depedncr.com.ph

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	2 of 2



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

12	Gil C. Bautista	Navotas	8:00 – 5:00	8:00 – 5:00
13	Rizeal C. Biejo	Marikina	8:00 – 5:00	8:00 – 5:00
14	Noemi A. Valerio	Marikina	8:00 – 5:00	8:00 – 5:00
15	Hadji M. Tejada	Marikina	8:00 – 5:00	8:00 – 5:00
16	Reinan M. Ignacio	Marikina	8:00 – 5:00	8:00 – 5:00
17	Adoracion A. Valderrama	Marikina	8:00 – 5:00	8:00 – 5:00
18	Hilda F. Tardecilla	Marikina	8:00 – 5:00	8:00 – 5:00
19	Gemmo Parajas	Marikina	8:00 – 5:00	8:00 – 5:00
20	Prime N. Quintana III	Marikina	8:00 – 5:00	8:00 – 5:00
21	Robert Pelijates	Manila	8:00 – 5:00	8:00 – 5:00
22	Romeo Navoa	Manila	8:00 – 5:00	8:00 – 5:00
23	Edmund Villareal	Manila	8:00 – 5:00	8:00 – 5:00
24	John Paul Timbas	Manila	8:00 – 5:00	8:00 – 5:00
25	Sebastienne Mari A. Picardal	TaPat	8:00 – 5:00	8:00 – 5:00
26	Lorilyn M. Lea	TaPat	8:00 – 5:00	8:00 – 5:00
27	Johanssen C. Yap	Quezon City	8:00 – 5:00	8:00 – 5:00
28	Pamela N. Edangal	Quezon City	8:00 – 5:00	8:00 – 5:00
29	Reynante L. Benito	Muntinlupa	8:00 – 5:00	8:00 – 5:00
30	Jericho B. Ylen	Muntinlupa	8:00 – 5:00	8:00 – 5:00
31	Eduardo L. Kondo	Muntinlupa	8:00 – 5:00	8:00 – 5:00
32	Ryan Benedict D. Villanueva	Las Pinas City	8:00 – 5:00	8:00 – 5:00
33	Mamerto G. Presentacion	Mandaluyong	8:00 – 5:00	8:00 – 5:00
34	March Gerome M. Catchillar	Paranaque	8:00 – 5:00	8:00 – 5:00
35	Flerida Giron	Pasig City	8:00 – 5:00	8:00 – 5:00
36	Clifford Stephen Sison	Pasig City	8:00 – 5:00	8:00 – 5:00
37	John Darryl Velasco	Pasig City	8:00 – 5:00	8:00 – 5:00
38	Rose Ann B. Pamintuan	Pasig City	8:00 – 5:00	8:00 – 5:00
39	Peter Pobre	Pasig City	8:00 – 5:00	8:00 – 5:00
40	Richmond Ian Gonzales	Pasig City	8:00 – 5:00	8:00 – 5:00
41	Ricardo Calañas	Caloocan City	8:00 – 5:00	8:00 – 5:00
42	Catherine T. Galvez	Caloocan City	8:00 – 5:00	8:00 – 5:00

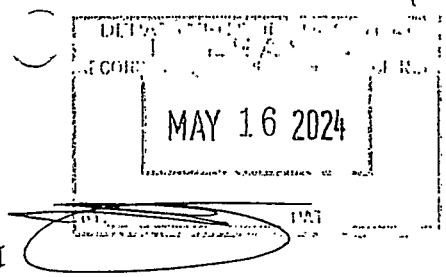
2. Immediate dissemination of this Memorandum is desired.

essd/lito/24



Address: Misamis St., Bago Bantay, Quezon City  
Email address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: [depedncr.com.ph](http://depedncr.com.ph)

Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	2 of 2



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

May 15, 2023

**REGIONAL MEMORANDUM**

No. 473 s. 2023

**TO: SCHOOLS DIVISION SUPERINTENDENTS  
 FUNCTIONAL DIVISION CHIEFS/UNIT HEADS**

**PARTICIPANTS TO THE INCIDENT COMMAND SYSTEM TRAINING  
 COURSE LEVEL-3 (POSITION COURSE)**

As part of the Disaster Preparedness and Response Program (DPRP) of DepEd-National Capital Region, in compliance with the Resilience Program of the MATATAG Agenda, the Education Support Services Division-Disaster Risk Reduction and Management will conduct Incident Command System Training Course Level-3 (Position Course) for Non-teaching Personnel on June 16-21, 2024 at Tugos Hotel, Baguio City.

Board and loading will be shouldered by the Regional Office charged to 2023 DPRP Fund, while transportation and other miscellaneous expenses of participants can be charged to local/MOOE funds, subject to the usual accounting and auditing rules and regulations. Participants failed to attend will pay the expenses for the board and lodging for five (5) days in the amount of Ten Thousand Pesos (Php 10,000.00).

Participants must be at the venue on Day-1 June 17, 2024 at 7:00 AM. Day 0 is June 16, 2024 and Check in time 2 PM, dinner will be served.

Attached is the list of participants.

For any query, please contact Mr. Perlito G. Manalad, Project Development Officer II, Education Support Services Division at mobile no. 0919-6262308.

Immediate dissemination of this Memorandum is desired.

**JOCELYN DR ANDAXA**  
 Director IV



6 Misamis St., Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph

Website: http://www.depedncr.com.ph

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 3



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

**PARTICIPANTS TO THE INCIDENT COMMAND SYSTEM TRAINING COURSE  
LEVEL-3 (POSITION COURSE)**

No	Name	Division	Designation
1	Perlito G. Manalad	ESSD	PDO-II
2	Joan R. Pedroche	ESSD	OIC Chief
3	Gina L. Cruz	ESSD	SEPS
4	Leah Ailah Vicencio	HRDD	EPS II
5	Rommel M. Villareal	GSU	AO IV
6	Al-nemery Gangco	PAU	PDO-II
7	Melissa DR Amada	ASD	AO II
8	Regine Zapanta	SHNU	COS - TWG
9	Aries M. Arboladura	Caloocan	PDO II
10	Edgar R. Bonifacio	Malabon	PDO-II
11	Vince John B. Yangga	Malabon	PDO I
12	Jeffrey S. Carlos	Malabon	HT
13	Daniel G. Francisco	Navotas	HT II
14	Gil C. Buenavista	Navotas	School Head
15	Rizeal J. Biejo	Marikina	PDO I
16	Noemi A. Valerio	Marikina	SEPS
17	Hadji M. Tejada	Marikina	Principal II
18	Reinan Ignacio	Marikina	Planning Officer
19	Adoracion Valderrama	Marikina	School Head
20	Hilda Tardecilla	Marikina	School Head
21	Gemo Parajas	Marikina	School Head
22	Primo Quintana III	Marikina	EPS II - TWG
23	Robert Pelijates	Manila	Head Teachers III
24	Romeo Navoa	Manila	Head Teacher III
25	Sebastinne Mari A. Picardal	TaPat	PDO II
26	Lorilyn M. Lea	TaPat	PDO I
27	Johanssen C. Yap	Quezon City	Asst. Principal
28	Pamela N. Edangal	Quezon City	Head Teacher III
29	Reynante M. Benito	Muntinlupa	PDO II
30	Jericho B. Ylen	Muntinlupa	ADAS III
31	Eduardo Kondo	Muntinlupa	PDO II - TWG
32	Ryan Benedict D. Villanueva	Las Pinas City	PDO - II
33	Richard Peralta	Las Pinas City	PDO
34	Mamerto G. Presentacion	Mandaluyong	PDO I
35	March Gerome M. Catchillar	Paranaque	PDO



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

36	Joewel Armas	Pasig City	Principal
37	Hilario Guevarra	Pasig City	Head Teacher
38	Ma. Victoria Cuervo	Pasig City	Principal
39	Marites Borrás	Pasig City	Principal
40	Monette Vega	Pasig City	Principals
41	Peter Pobre	Pasig City	AO II
42	Richmond Ian Gonzales	Pasig City	Nurse
43	Edmund Villareal	Manila	Shadow - Instructor
44	Ricardo Calanas	Caloocan City	Shadow - Instructor
45	Catherine T. Galves	Caloocan City	Shadow - Instructor
46	Eduardo L. Kondo	Muntinlupa	Shadow - Instructor



6 Misamis St., Bago Bantay, Quezon City

Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: <http://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	3 of 3