Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

06 Oct 2026

DIVISION MEMORANDUM
No. 488, s. 2026

DIVISION TRAINING IN DEPED COMPUTERIZATION PROGRAM (DCP) FOR SCHOOL HEADS

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In support to the Department of Education's efforts to strengthen the implementation and management of Information and Communications Technology (ICT) resources in schools, this Office, through the Information and Communications Technology (ICT) Section, shall conduct the Division Training on the DepEd Computerization Program (DCP) for School Heads at NDN Resort and Event Place Corp., Brgy. Aya, Talisay, Batangas on the following schedule:

Batch I: October 20–23, 2026
Batch II: November 9–12, 2026

2. This professional development activity aims to enhance the digital competencies of school heads in utilizing Microsoft 365 applications to improve school governance, collaboration, communication, data management, and productivity. The training also serves as an avenue for participants to earn Continuing Professional Development (CPD) credit units, subject to the approval and accreditation of the Professional Regulation Commission (PRC).

3. Attached for reference are the list of participants, training matrix, and Program Management Team, and all participants are requested to bring a laptop, an extension cord, and a portable Wi-Fi device.

4. For queries and clarifications, feel free to contact Mr. Ernani A. Catapat, Information Technology Officer I, OSDS - ICT Unit through email at sdobatangas.ict@deped.gov.ph.

5. Expenses incurred for food and accommodation of the participants shall be charged against Division FY 2026 Human Resource Training and Development (HRTD) Funds while traveling expenses shall be charged against Division/School

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Website:www.depedbatangas.com

MOOE/Canteen/local funds subject to usual accounting and auditing rules and regulations.

6. This memorandum serves as Travel Order of the participants

7. Immediate and wide dissemination of this memorandum is desired.

MARITES A. IBAÑEZ, CESO V
Schools Division Superintendent

Enc. As Stated
Reference: None
To be indicated in the Perpetual Index under the following subject:

Issuances- Division Memorandum

EAC/ DIVISION TRAINING ON THE DEPED COMPUTERIZATION PROGRAM (DCP) FOR SCHOOL HEADS/R2 - 156382/10/06/2026

Attachment 1

LIST OF PARTICPANTS
DIVISION TRAINING IN DEPED COMPUTERIZATION PROGRAM (DCP) FOR SCHOOL HEADS

BATCH I (October 20-23, 2026)

No.	Name	Position	School	Sub-Offices
1	REMEDIOS C. VILLELA	SCHOOL PRINCIPAL I	Baclaran Elementary School	Balayan East
2	MARIA LOIDA P. IGAYA	SCHOOL PRINCIPAL I	Calan Elementary School	Balayan East
3	ROSANNA T. DE LOS REYES	SCHOOL PRINCIPAL I	Troadio A. Frontera Memorial Elementary School	Balayan East
4	ERNESTO S. PINANO	SCHOOL PRINCIPAL I	Dao Elementary School	Balayan East
5	MARIA ELOUISA S. MANONGSONG	ASSISTANT SCHOOL PRINCIPAL II	Patugo Elementary School	Balayan East
6	CHARO E. ROSALES	HEAD TEACHER III	Calambuyan Elementary School	Calatagan
7	YOLANDA P. GRANADOS	HEAD TEACHER III	Carretonan Elementary School	Calatagan
8	LUISA D. OBRADOR	HEAD TEACHER I	Luya Elementary School	Calatagan
9	HERMINIA C. HERNANDEZ	HEAD TEACHER III	CALATAGAN 2.0 NATIONAL HIGH SCHOOL	Calatagan
10	RONA A. TUMBAGA	HEAD TEACHER III	Hukay Elementary School	Calatagan
11	PHILIP ADRIAN A. TENORIO	SCHOOL PRINCIPAL I	Calatagan National High School	Calatagan
12	PAULO GAYLORD R. CAJUDO	HEAD TEACHER II	Marcos Catibog Memorial Elementary School	Lemery
13	FELICISIMO C. NOCHE JR.	HEAD TEACHER III	Tubuan Elementary School	Lemery
14	SHIELA G. DELA LUNA	SCHOOL PRINCIPAL I	V. Ornales Memorial Elementary School	Lemery
15	JOANN D. FADERAGAO	HEAD TEACHER I	Bagong Paraiso Elementary School	Lemery
16	ELENA C. CARURUCAN	HEAD TEACHER III	Masalisi Elementary School	Lemery
17	JONNE MAR D. COLLADO	HEAD TEACHER II	Payapa Ibaba Elementary School	Lemery
18	VENANCIO M. RIVERA, EdD	HEAD TEACHER III	Balibago Elementary School	Lian
19	RONEL A. GOMEZ	SCHOOL PRINCIPAL I	Matabungkay Elementary School	Lian

20	MERCEDITA C. MASIPAG	SCHOOL PRINCIPAL I	Prenza Elementary School	Lian
21	IVARRA M. JONSON	HEAD TEACHER III	Tanag Elementary School	Lian
22	JEROME A. CUDIAMAT	ASSISTANT SCHOOL PRINCIPAL II	Lian Senior High School	Lian
23	CYNTHIA B. VIDA	SCHOOL PRINCIPAL I	Paaralang Elementarya ng Banilad	Nasugbu East
24	JEREMIAS S. BELTRAN	HEAD TEACHER II	Cogonan Elementary School	Nasugbu East
25	JERALD C. MENDOZA	SCHOOL PRINCIPAL I	Looc National High School	Nasugbu East
26	YHELMAR D. BAIT	HEAD TEACHER I	Malapad na Bato National High School	Nasugbu East
27	PEDRO C. NEPOMUCENO JR.	ASSISTANT SCHOOL PRINCIPAL II	Tala Senior High School	Nasugbu East
28	JONATHAN A. DE OCAMPO	SCHOOL PRINCIPAL I	Aguedo Lota Asinas Memorial Elementary School	Taal
29	MA. ELSIE G. RAMIREZ	HEAD TEACHER III	Latag Elementary School	Taal
30	EMELY N. MOREDO	SCHOOL PRINCIPAL I	Luntal Elementary School	Taal
31	CHERYL D. MONTENEGRO	SCHOOL PRINCIPAL I	Antonio Bonsol Elementary School	Taal
32	HECTOR M. OJALES	SCHOOL PRINCIPAL I	Apacay Integrated School	Taal
33	REIMAR A. CORNEJO	ASSISTANT SCHOOL PRINCIPAL II	Bayudbud Elementary School	Tuy
34	ROSARIO A. CONSIGO	HEAD TEACHER I	Gumapac Barangay School	Tuy
35	NIÑO A. VIARO	HEAD TEACHER III	Magahis Elementary School	Tuy
36	EDNALYN D. PEREZ	SCHOOL PRINCIPAL I	Santiago De Guzman Elementary School	Tuy
37	ADELIA H. PACIA, PhD	SCHOOL PRINCIPAL I	Bolbok National High School	Tuy
38	MARCELO B. ULARTE, PhD	SCHOOL PRINCIPAL I	Tuy National High School	Tuy
39	MA. CONCEPCION V. NOCHE	HEAD TEACHER III	Cepriana Ascue Memorial Elementary School	Balayan West
40	GERAME G. ALANO	HEAD TEACHER III	Dr. Jose A. Alaras Elementary School	Balayan West
41	JEFFREY V. BALBOA, EdD	SCHOOL PRINCIPAL I	Navotas Elementary School	Balayan West
42	SEVERINA P. RAMOS	SCHOOL PRINCIPAL I	Santol Elementary School	Balayan West
43	ANALYN M. BAYLOSIS	HEAD TEACHER II	San Piro National High School	Balayan West
44	JOEL D. ABREU	HEAD TEACHER II	Balokbalok Elementary School	Nasugbu West

45	MA. CARINA M. AVENA PhD	SCHOOL PRINCIPAL I	Bunducan Elementary School	Nasugbu West
46	ELVINA A. LIMETA	SCHOOL PRINCIPAL I	Natipuan Elementary School	Nasugbu West
47	DOLOROSA B. GRANADOS	SCHOOL PRINCIPAL I	Pantalan Elementary School	Nasugbu West
48	AUREA L. DESTREZA	HEAD TEACHER III	Utod Elementary School	Nasugbu West
49	MICHAEL T. VILLALUNA	SCHOOL PRINCIPAL I	Balaytigue Elementary School	
50	GLORIA P. MEDINA	SCHOOL PRINCIPAL I	Pamiga Elementary School	Agoncillo
51	DOROTHIE M. BISCOCHO	SCHOOL PRINCIPAL I	Barigon Elementary School	Agoncillo
52	CRISPINA O. PUNZALAN	SCHOOL PRINCIPAL I	Bilibinwang Elementary School	Agoncillo
53	SHIRLEY D. SANGALANG	HEAD TEACHER III	Panhulan Elementary School	Agoncillo
54	EDMUND M. EVANGELISTA	HEAD TEACHER III	Banyaga National High School	Agoncillo
55	ELBIE R. MENDOZA	SCHOOL PRINCIPAL I	Coral na Munti National High School	Agoncillo
56	ERWIN D. MARASIGAN	SCHOOL PRINCIPAL I	Muzon Elementary School	Alitagtag
57	LORETA M. ASGUI	SCHOOL PRINCIPAL I	Pinagkurusan Elementary School	Alitagtag
58	LANIE L. BARAOID	HEAD TEACHER II	Ping-as Coral Elementary School	Alitagtag
59	LEONARDA P. MAULEON	SCHOOL PRINCIPAL I	Tadlac Elementary School	Alitagtag
60	ALONA D. ADELANTAR	SCHOOL PRINCIPAL I	San Jose T. Reyes Integrated School	Alitagtag
61	HANNY S. VILLAMOR	HEAD TEACHER I	Magapi Elementary School	Balete
62	LENILYN A. LESCANO	HEAD TEACHER III	Malabanan Elementary School	Balete
63	ROSALINDA C. GEBELA	SCHOOL PRINCIPAL I	Paligawan Elementary School	Balete
64	MICHAEL L. VALENCIA	SCHOOL PRINCIPAL I	Palsara Elementary School	Balete
65	SUSAN L. KATIMBANG	SCHOOL PRINCIPAL I	Solis Elementary School	Balete
66	MARICAR C. MACAHIA	ASSISTANT SCHOOL PRINCIPAL II	Primitivo Kalaw Senior High School	Balete
67	EFRENIA H. JAVIER	HEAD TEACHER III	Briccio Pantas Memorial Elementary School	Cuenca
68	JOSELITO R. ALDAY	HEAD TEACHER III	Labac Elementary School	Cuenca
69	ELIZABETH B. CADACIO	SCHOOL PRINCIPAL I	Lumampao Elementary School	Cuenca
70	DOMINGO J. MEDINA	SCHOOL PRINCIPAL I	San Felipe Elementary School	Cuenca

71	LYNE M. JAEN	HEAD TEACHER I	Don Juan Integrated School	Cuenca
72	EDJIE P. CALANOG, EdD	SCHOOL PRINCIPAL I	Berinayan Elementary School	Laurel
73	LEA U. MAGAYANES	SCHOOL PRINCIPAL I	Buso-Buso Elementary School	Laurel
74	LAARNI G. CANLOBO	SCHOOL PRINCIPAL I	Leviste Elementary School	Laurel
75	NIEVES R. OPEÑA	HEAD TEACHER III	San Gregorio Elementary School - Annex	Laurel
76	MARIA ELAINE D. RESURRECCION	SCHOOL PRINCIPAL I	Ticub Elementary School	Laurel
77	MAYRA L. DELA PEÑA	HEAD TEACHER III	Luta Elementary School	Malvar
78	ROSEMARIE R. MENDOZA	SCHOOL PRINCIPAL I	San Isidro Elementary School	Malvar
79	JUHARRA D. CANTA	ASSISTANT SCHOOL PRINCIPAL II	San Pedro Elementary School	Malvar
80	DENNIS S. CALINGACION	ASSISTANT SCHOOL PRINCIPAL II	San Isidro-Malvar Senior High School	Malvar
81	ALEXIS L. CASTILLO	HEAD TEACHER III	San Pedro I Integrated School	Malvar
82	GINA M. ATIENZA	SCHOOL PRINCIPAL I	Paaralang Elementarya ng Bayorbor	Mataas Na Kahoy
83	MARIWEN T. ABU	HEAD TEACHER II	Paaralang Elementarya ng Calingatan	Mataas Na Kahoy
84	BRENDALYN L. DELEON	HEAD TEACHER I	Paaralang Elementarya ng Kinalaglagan	Mataas Na Kahoy
85	MARITES F. MANIGBAS	HEAD TEACHER III	Bubuyan Elementary School	Mataas Na Kahoy
86	LIANOR B. MALABANAN	HEAD TEACHER I	Upa Primary School	Mataas Na Kahoy
87	MARITES C. NARIO	HEAD TEACHER III	Paaralang Elementarya ng Nangkaan	Mataas Na Kahoy
88	EDNA R. MANALO	SCHOOL PRINCIPAL I	Bancoro Elementary School	San Nicolas
89	CHARLYN GRACE P. CASABUENA	SCHOOL PRINCIPAL I	Maabud Elementary School	San Nicolas
90	KRISTINE ANNIE D. DE VILLA	SCHOOL PRINCIPAL I	San Nicolas Integrated High School	San Nicolas
91	TERESITA M. BELELA	HEAD TEACHER III	Abelo Elementary School	San Nicolas
92	NENITA A. ALDAY	HEAD TEACHER III	Burol Elementary School	Sta. Teresita
93	LOIDA AMOR V. SISCAR	HEAD TEACHER I	Calumala Elementary School	Sta. Teresita
94	ROSALIA ROSALLY O. MAGSINO	HEAD TEACHER I	Jorge M. Atienza Elementary School	Sta. Teresita

95	DHENVER D. ARELLANO	HEAD TEACHER I	Irukan-Kalayaan Elementary School	Sta. Teresita
96	AGNES M. VILLANUEVA	SCHOOL PRINCIPAL I	Banga Elementary School	Talisay
97	JONNA MAY D. CASALME	SCHOOL PRINCIPAL I	Miranda Elementary School	Talisay
98	AILEEN B. LONTOK	SCHOOL PRINCIPAL I	Tranca Elementary School	Talisay
99	MA. JACINTA D. COMIA	HEAD TEACHER III	Tumaway Elementary School	Talisay
100	MELONA C. ALMENDRAS	SCHOOL PRINCIPAL I	San Guillermo Elementary School	Talisay

BATCH 2 (November 9-12, 2026)

No.	Name	Position	School	Sub-Offices
1	ALLEN M. CUSI	SCHOOL PRINCIPAL I	Manghinao I Elementary School	Bauan East
2	JENEFFER F. MAMARADLO	HEAD TEACHER I	New Danglayan - Sto. Domingo Elementary School	Bauan East
3	ROCHELL R. BANDONG	ASSISTANT SCHOOL PRINCIPAL II	Pitugo Elementary School	Bauan East
4	CARMELO C. CARPIO	ASSISTANT SCHOOL PRINCIPAL II	San Andres Elementary School	Bauan East
5	MARVIN A. ABANES	ASSISTANT SCHOOL PRINCIPAL II	San Roque Elementary School	Bauan East
6	MOISES ISRAEL C. ABEL	ASSISTANT SCHOOL PRINCIPAL II	Sinala Elementary School	Bauan East
7	ALDRIN V. GABO	HEAD TEACHER III	Balayong Elementary School	Bauan West
8	DAISY M. AGBAY	OFFICER IN CHARGE	San Diego Elementary School	Bauan West
9	MYLA H. GONZALVO	HEAD TEACHER III	Cupang Elementary School	Bauan West
10	ALEX P. BRUAL	OIC-SCHOOL HEAD	San Teodoro Elementary School	Bauan West
11	JESSIE C. ABANTE	SCHOOL PRINCIPAL I	Manalupang - San Vicente Elementary School	Bauan West
12	WILMA A. GAYACAN	HEAD TEACHER I	San Pablo Elementary School	Bauan West
13	JUVIE ANN P. GABRIELES	ASSISTANT SCHOOL PRINCIPAL II	Inicbulan National High School	Bauan West
14	CRYSTAL DIANE M. CABATAY	SCHOOL PRINCIPAL I	Balibago Elementary School	Lobo
15	EUGENE A. PANALIGAN	HEAD TEACHER III	Calo Elementary School	Lobo
16	MINA V. ALIWALAS	HEAD TEACHER III	Malabrigo Elementary School	Lobo
17	DONATA B. ELAMPARO	HEAD TEACHER I	Nagtoctoc Elementary School	Lobo
18	ELDELIZA L. MACUTONG	SCHOOL PRINCIPAL I	Soloc Elementary School	Lobo
19	RYAN R. RAMOS	SCHOOL PRINCIPAL I	Malabrigo National High School	Lobo

20	NANETH A. MACATANGAY	SCHOOL PRINCIPAL I	Malapad na Parang National High School	Lobo
21	JAY F.MIÑON	SCHOOL PRINCIPAL I	Anilao Elementary School	Mabini
22	CELERINA M. SINTONES	SCHOOL PRINCIPAL I	Bagalangit Elementary School	Mabini
23	CYNTHIA F. BELOSO PHD.	SCHOOL PRINCIPAL I	Gasang Elementary School	Mabini
24	SHERYL C. ILAGAN	SCHOOL PRINCIPAL I	Laurel Elementary School	Mabini
25	MARY ROSE M. GARCIA	HEAD TEACHER I	Ligaya Primary School	Mabini
26	MELINDA D. DE MESA	HEAD TEACHER III	P. Anahao Elementary School	Mabini
27	MARJORIE G. MAGTIBAY	HEAD TEACHER I	Sta. Mesa Elementary School	Mabini
28	CLAREZE D. ONDA	HEAD TEACHER II	Bonliw Elementary School	San Luis
29	OVIEN C. GABAY	SCHOOL PRINCIPAL I	Calumpang East Elementary School	San Luis
30	MAYLENE A. DEL ROSARIO	HEAD TEACHER II	Mahabang Parang Elementary School	San Luis
31	ARLENE H. COMETA	HEAD TEACHER I	San Antonio Elementary School	San Luis
32	VALYN R. ENCARNACION	SCHOOL PRINCIPAL I	Tungal Elementary School	San Luis
33	LARRY T. OJALES	SCHOOL PRINCIPAL I	Banoyo Integrated National High School	San Luis
34	MATHEW ALLIENE D. MENDOZA	ASSISTANT SCHOOL PRINCIPAL II	Luya Integrated School	San Luis
35	ROLENA M. GARCIA	SCHOOL PRINCIPAL I	Alalum Elementary School	San Pascual
36	THELMA P. CABAGUIO	SCHOOL PRINCIPAL I	Banaba Elementary School	San Pascual
37	ROWENA B. ILAGAN	SCHOOL PRINCIPAL I	Gelerang Kawayan Elementary School	San Pascual
38	MARIA FATIMA F. MACUHA	SCHOOL PRINCIPAL I	Sambat Elementary School	San Pascual
39	MARIBEL C. MARASIGAN	SCHOOL PRINCIPAL I	San Mariano Elementary School	San Pascual
40	CRISTOBAL R. ADARLO	ASSISTANT SCHOOL PRINCIPAL II	Batangas Province High School Culture and Arts	San Pascual
41	CLARISSA B. PENIZ	SCHOOL PRINCIPAL I	Ilat National High School	San Pascual
42	SHERYL B. JUGUETA	HEAD TEACHER II	Banalo Elementary School	Tingloy
43	LIEZEL B. CASTILLO	HEAD TEACHER III	Makawayan Elementary School	Tingloy
44	MARIA FE A. ALVAREZ	HEAD TEACHER I	Papaya Elementary School	Tingloy
45	MARY ANN B. LUZON	HEAD TEACHER III	Pisa Integrated School	Tingloy
46	JULIET S. MANEJA	HEAD TEACHER I	San Jose Elementary School	Tingloy
47	HILARIA WILMA A. MARASIGAN	SCHOOL PRINCIPAL I	San Pedro Elementary School	Tingloy
48	ELSA E. DE GUZMAN	HEAD TEACHER III	Talahib Elementary School	Tingloy
49	PELAGIA A. ARRIOLA	SCHOOL PRINCIPAL I	Balanga Elementary School	Ibaan

50	JOCELYN D. ARGENTE	SCHOOL PRINCIPAL I	Bungahan Elementary School	Ibaan
51	GRACE M. VILLANUEVA	HEAD TEACHER I	Gregorio Sison Memorial Elementary School	Ibaan
52	ANALYN T. INANDAN	SCHOOL PRINCIPAL I	Panghayaan Elementary School	Ibaan
53	MYRNA R. DE CASTRO	SCHOOL PRINCIPAL I	Maximo T. Hernandez Memorial Integrated High School	Ibaan
54	NORLIZA C. TIEMSEM	SCHOOL PRINCIPAL I	Lucsuhin Integrated School	Ibaan
55	YOLLIE M. ERINO	HEAD TEACHER III	Banaba Elementary School	Padre Garcia
56	JINNELYN S. MAGDANGAN	HEAD TEACHER III	Paaralang Elementarya ng Banaybanay	Padre Garcia
57	ANTONIA LORENA L. BITUIN	SCHOOL PRINCIPAL I	San Felipe Elementary School	Padre Garcia
58	CERILINA D. COMIA	HEAD TEACHER III	Maugat East Elementary School	Padre Garcia
59	LENY L. MERCADO	SCHOOL PRINCIPAL I	Tangob Elementary School	Padre Garcia
60	DON CARLO F. GOLLENA	SCHOOL PRINCIPAL I	Bukal Integrated National High School	Padre Garcia
61	ESTELITA P. OLIVEROS	HEAD TEACHER III	Balibago Elementary School	Rosario East
62	MARIVIC D. DE CASTRO	HEAD TEACHER III	Macalamcam Integrated School	Rosario East
63	NIDA A. ILAGAN	SCHOOL PRINCIPAL I	Macalamcam-B National High School	Rosario East
64	PHIL H. PEREÑA	SCHOOL PRINCIPAL I	Palakpak Integrated National High School	Rosario East
65	JOHN PHOL A. COMIA	ASSISTANT SCHOOL PRINCIPAL II	The Saint Isidore National High School	Rosario East
66	JANICE R. MENDOZA	SCHOOL PRINCIPAL I	Rosario Technical High School	Rosario East
67	ROMELA C. CARINGAL	SCHOOL PRINCIPAL I	Nasi Elementary School	Rosario East
68	EDWIN B. LITONG	SCHOOL PRINCIPAL I	San Ignacio Elementary School	Rosario West
69	ROLANDO R. MARASIGAN	SCHOOL PRINCIPAL I	Bulihan Elementary School	Rosario West
70	MARIE FE A. BEDONIA	HEAD TEACHER III	Cahigam Elementary School	Rosario West
71	JOVIE C. PALMA	SCHOOL PRINCIPAL I	Lumbangan Elementary School	Rosario West
72	NINGNING G. CABRAL	HEAD TEACHER II	Paaralang Elementarya ng Maalas-as	Rosario West
73	LERMA C. MAGNAYE	HEAD TEACHER III	Namuco Elementary School	Rosario West
74	MARLON R. PINON	ASSISTANT SCHOOL PRINCIPAL II	Timbugan National High School	Rosario West

75	LENY P. MACASAET	HEAD TEACHER III	Banaybanay 1 Elementary School	San Jose
76	CHERRELYN V. ATIENZA	SCHOOL PRINCIPAL I	Aya Elementary School	San Jose
77	SHEIRBERT G. MERCADO	HEAD TEACHER I	Bagong Pook Elementary School	San Jose
78	LUZ M. BRIONES	SCHOOL PRINCIPAL I	Bigain Elementary School	San Jose
79	ESTRELLA A. NUÑEZ	SCHOOL PRINCIPAL I	Lapolapo Elementary School	San Jose
80	LANIE R. VERGARA	SCHOOL PRINCIPAL I	Florencia A. Masilungan Memorial Elementary School	San Jose
81	ANALIZA L. MAGMANLAC	ASSISTANT SCHOOL PRINCIPAL II	Abung Elementary School	San Juan East
82	RYAN ROMULO L. MATOCINOS	HEAD TEACHER I	Bataan Elementary School	San Juan East
83	ELSIE S. DE LOS REYES	SCHOOL PRINCIPAL I	Paaralang Elementarya ng Calubcub 1	San Juan East
84	JULIET J. SILANG	ASSISTANT SCHOOL PRINCIPAL II	Lumangbayan Integrated National High School	San Juan East
85	MARYCHRIS S. EUGENIO	SCHOOL PRINCIPAL I	Nagsaulay Integrated National High School	San Juan East
86	JENNIFER M. MAULION	HEAD TEACHER I	Lipahan National High School	San Juan East
87	NEORILYN G. SALAPARE	SCHOOL PRINCIPAL I	Balagbag Elementary School	San Juan West
88	MABEL G. CAMPANG	HEAD TEACHER II	Don Eulogio Luistro Elementary School	San Juan West
89	NELIA A. CUARTO	SCHOOL PRINCIPAL I	Ticalan Elementary School	San Juan West
90	RAY-JOWEL H. CARANDANG	HEAD TEACHER I	Calabasahan Elementary School	San Juan West
91	MARINA F. MACARAIG	SCHOOL PRINCIPAL I	Paaralang Elementarya ng Pal-Sico	San Juan West
92	JOB S. TRIVIÑO	SCHOOL PRINCIPAL I	Sico 1.0 Integrated National High School	San Juan West
93	JENNIFER R. VIRTUSIO	SCHOOL PRINCIPAL I	Pacita Ramos Mendoza Memorial National High School	San Juan West
94	GIGI M. AGITO	ASSISTANT SCHOOL PRINCIPAL II	Paaralang Elementarya ng San Isidro	Taysan
95	RANILO B. TEJADA	HEAD TEACHER I	Guinhawa Elementary School	Taysan
96	FELY F. PENTINIO	SCHOOL PRINCIPAL I	Mataas na Lupa Elementary School	Taysan
97	LIMUEL F. GALICIA	SCHOOL PRINCIPAL I	Tilambo Elementary School	Taysan
98	CHRISTIAN A. AFRICA	HEAD TEACHER I	Pinagbayanan Integrated National High School	Taysan
99	REX G. RAMOS	SCHOOL PRINCIPAL I	Mahanadiong National High School	Taysan
100	LEVI M. PEREZ	ASSISTANT SCHOOL PRINCIPAL II	Paaralang Elementarya ng Laurel	Taysan

Attachment 2

Training Matrix
DIVISION TRAINING IN DEPED COMPUTERIZATION PROGRAM (DCP)
FOR SCHOOL HEADS

Day 1

Time	Activity	Resource Speaker
7:00 AM – 8:00	**Arrival and Registration**	
8:00 AM – 8:45	**OPENING PROGRAM** *Preliminaries*	
8:45 - 9:30	**PRE-TEST**	
9:30 – 10:30	**Session 1.1:** **Microsoft 365 Overview**	Russell Perez Nina Grace T. Aquino
10:30 – 10:45	**AM BREAK**	
10:45 - 12:00	**Session 1.2:** **Microsoft OneDrive**	Vincent Paul Cabral Domcar C. Lagto
12:00 – 1:00	**LUNCH BREAK**	
1:00 - 2:30	**Session 1.3:** **Microsoft Forms**	Nina Grace T. Aquino Russell Perez
2:30 - 3:00	**PM BREAK**	
3:00 - 4:15	**Continuation of Session 1.3 and output presentation**	Nina Grace T. Aquino Russell Perez
4:15 – 5:00 PM	**Quieting Time/Management Concerns/Important Reminders**	

Day 2

Time	Activity	Resource Speaker
7:45 - 8:00	**Management of Learning (MOL)**	
8:00 - 10:30	**Session 2.1:** **Microsoft PowerPoint**	Domcar C. Lagto Vincent Paul Cabral
10:30–10:45	**AM Break**	
10:45 - 12:00	**Session 2.2:** **Microsoft Word**	Benidicto Calingasan Glen P. Lubis
12:00 - 1:00	**LUNCH BREAK**	
1:00 - 1:30	**Continuation of Session 2.2**	Benidicto Calingasan Glen P. Lubis
1:30 - 3:30	**Session 2.3:** **Microsoft Excel**	Benidicto Calingasan Glen P. Lubis

3:30 – 3:45	**PM BREAK**
3:45 – 4:30	**Output Presentation**
4:30 - 5:00	**Quieting Time/Management Concerns/ Important Reminders**

Day 3

Time	Activity	RESOURCE SPEAKER
7:45 - 8:00	**Management of Learning (MOL)**	
8:00 - 10:00	**Session 3.1: Microsoft Teams**	Vincent Paul Cabral Orven Mendoza
10:00 - 10:15	**AM BREAK**	
10:15 - 12:00	**Continuation of Session 3.1: Microsoft Teams**	
12:00 - 1:00	**LUNCH BREAK**	
1:00 - 2:45	**Session 3.2: Microsoft SharePoint**	Orven Mendoza Vincent Paul Cabral
2:45 -3:00	**PM BREAK**	
3:00 - 4:30	**Output Making and Presentation**	
4:30 - 5:00	**Quieting Time/Management Concerns/ Important Reminders**	

Day 4

Time	Activity	RESOURCE SPEAKER
7:45 - 8:00	**Management of Learning (MOL)**	
8:00 - 10:00	**Session 4: LEARNING ACCELERATORS**	Orven Mendoza Vincent Paul Cabral
10:00 - 10:15	**AM BREAK**	
10:15 - 12:00	**Sesson 5: Microsoft COPILOT**	Orven Mendoza Vincent Paul Cabral
12:00 - 1:00	**LUNCH BREAK**	
1:00 - 2:45	**Integration & WAP Preparation**	
2:00-3:00	Output Presentation	
3:00 - 4:00	**CLOSING PROGRAM** Closing Program/ Awarding of Certificates	
4:00	**HOME SWEET HOME**	

PROGRAM MANAGEMENT TEAM
DIVISION TRAINING IN DEPED COMPUTERIZATION PROGRAM (DCP) FOR SCHOOL HEADS
October 20-23, 2026 and November 9-12, 2026)

No.	Name	Position	Station
1	ERNANI A. CATAPAT	INFORMATION TECHNOLOGY OFFICER I	SDO
2	ARIS U. DIMAANO	PLANNING OFFICER I	SDO
3	ELIZALDE T. PIOL	DIVISION INFORMATION OFFICER I	SDO
4	ARIES T. AWATIN	HEAD TEACHER III	Paaralang Elementarya ng Muzon
5	GELYN L. JONSON	SCHOOL PRINCIPAL III	Lian Central School
6	JEFFREY V. BALBOA, EDD	SCHOOL PRINCIPAL I	Navotas Elementary School
7	DOMCAR C. LAGTO	SCHOOL PRINCIPAL I	Papaya Elementary School
8	BENIDICTO CALINGASAN	SCHOOL PRINCIPAL I	Tubahan Elementary School
9	VINCENT PAUL M. CABRAL	OIC-SCHOOL PRINCIPAL	Calayo Elementary School
10	RUSSEL L. PEREZ	SCHOOL PRINCIPAL II	Anacleto Villanueva Elementary School
11	NIÑA GRACE T. AQUINO	ASSISTANT SCHOOL PRINCIPAL I	Payapa Senior High School
12	ORVEN F. MENDOZA	SCHOOL PRINCIPAL I	Cuenca Central School
13	GLENN P. LUBIS	HEAD TEACHER I	Bayorbor National High School
14	ROSEMARIE A. ENCARNACION	SENIOR EDUCATION PROGRAM SPECIALIST	SDO
15	AMIEL D. GAMBOA	ADMINISTRATIVE ASSISTANT III	SDO
16	JOHN LHESTER L. GABO	ADMINISTRATIVE ASSISTANT III	SDO
17	ERL JORDAN L. GONZALES	PROJECT DEVELOPMENT OFFICER I	Rosario East
18	HANNA JOY V. GAMBOA	JOB ORDER - CLERK II	SDO
19	C/O SHN SECTION	NURSE	SDO
20	C/O SHN SECTION	NURSE	SDO