



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

6 July 2026

SCHOOLS DIVISION MEMORANDUM

No. 131,

s. 2026

**2026 DIVISION ORIENTATION AND INDUCTION PROGRAM
FOR NEWLY HIRED TEACHERS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary Schoolheads
All Others Concerned

1. In line with DepEd Order No. 043, s. 2017, titled Teacher Induction Program and pursuant to the Department of Education's commitment to provide systematic support for newly hired teachers, this Office through the School Governance and Operations Division (SGOD) announces the conduct of 2026 Division Orientation and Induction Program for Newly Hired Teachers on July 11, 2026 (Saturday) at Science City of Muñoz Senior High School Conference Hall.
2. The activity aims to:
 - a. orient newly hired teachers on the mission, vision, core values, policies, and programs of the Department of Education;
 - b. strengthen the participants' commitment to quality, inclusive, and learner-centered education; and
 - c. provide participants with basic knowledge of the benefits, privileges, and responsibilities of government employees.
3. Participants are advised to bring their own provision of meals during the activity. Expenses for meals and travel shall be charged against the School Maintenance and Other Operating Expenses (MOOE) or other available local funds, subject to the usual accounting and auditing rules and regulations.
4. Participants shall be entitled to vacation service credits in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of Vacation Service Credit for Teachers".
5. This Memorandum serves as the Authority to Travel of the participants. Attached are the following enclosures for reference:
 - Enclosure 1 List of Participants
 - Enclosure 2 Training Matrix



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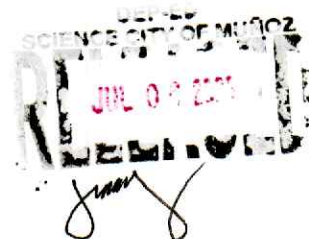
6. For queries, you may contact Cyril S. Talusan, Senior Education Program and James Patrick S. Barias, Education Program Specialist II through their cellphone numbers at 0977-644-2582 and 0917-189-3968 respectively.
7. Wide dissemination of this Memorandum is earnestly desired.

JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

*Encl. As stated
To be indicated in the Perpetual Index
Under the following subjects:*

INDUCTION NEWLY HIRED

*SGOD-HRDS/JPSB/2026 Division Employees' Induction Program
09/July 6, 2026*





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Enclosure No. 1 to the Schools Division Memorandum No. 131, s. 2026

LIST OF PARTICIPANTS

NO.	SCHOOL	NAME
1.	Bantug Elementary School	Crystal G. Manuel
2.	Catalanacan Elementary School	Danlyn I. Anotlin
3.	Curva Integrated School	Jefferson A. Milad
4.	Curva Integrated School	Emmanuel E. Victorio
5.	Curva Integrated School	Doressa C. Opido
6.	Curva Integrated School	Julie Ann N. Pineda
7.	DepEd-CLSU (Lab) School	Princess May C. Narca
8.	DepEd-CLSU (Lab) School	Andrea Joyce S. Dieron
9.	Gabaldon Integrated School	Napoleon S. Niegos
10.	Gabaldon Integrated School	Joshua Miguel Y. Manzano
11.	Gabaldon Integrated School	Angelo C. Carbonel
12.	Gabaldon Integrated School	Emmanuel C. Domingo
13.	Gabaldon Integrated School	Bernadette B. Bautista
14.	Gabaldon Integrated School	Mark Lloyd B. Santiago
15.	Gabaldon Integrated School	Christine Joy B. Alonzo
16.	Gabaldon Integrated School	Angelica B. Rosete
17.	Gabaldon Integrated School	Criswayne A. Cadac
18.	Magtanggol Integrated School	Jessica C. Amorada
19.	Magtanggol Integrated School	Joseph R. Antolin
20.	Magtanggol Integrated School	Jim Mark G. Cabanisas
21.	Magtanggol Integrated School	Jhossel D. Dela Cruz
22.	Magtanggol Integrated School	Michelle Jane M. Gacusan
23.	Magtanggol Integrated School	Danica L. Nepomuceno
24.	Magtanggol Integrated School	Carol Mae M. Piscos
25.	Maligaya Integrated School	Eunicia Jane M. Ramos
26.	Maligaya Integrated School	Melcky Rose B. Mercado
27.	Maligaya Integrated School	Kristine Grace A. Bacanto
28.	Maligaya Integrated School	Shara Jane P. Mariano
29.	Maligaya Integrated School	Queen Xaviera A. Cabatit



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30.	Maligaya Integrated School	Erickson B. Paraguison
31.	Maligaya Integrated School	Lloyd Albert S. Gajes
32.	Maligaya Integrated School	Darwin S. Delos Santos
33.	Maligaya Integrated School	Jenny Rose DC. Marquez
34.	Maligaya Integrated School	Gel C. De Leon
35.	Maligaya Integrated School	Lady Dianne N. Marcos
36.	Maligaya Integrated School	Cristy Delos D. Santos
37.	Maragol Integrated School	Senjay D. Gallardo
38.	Maragol Integrated School	Jean L. Tabisora
39.	Maragol Integrated School	Dave Jefferson D. Pagbilao
40.	Maragol Integrated School	Mary Charlaine J. Evasco
41.	Maragol Integrated School	Jonathan Pascual
42.	Maragol Integrated School	Shyra Mae A. Yusunggay
43.	Muñoz North Central School	Ma. Carla Kate P. Ramos
44.	San Antonio Integrated School	Christian Jade D. Babiano
45.	San Antonio Integrated School	Venice S. Cacho
46.	San Antonio Integrated School	Andrea Grade S. Dagmante
47.	San Antonio Integrated School	Frinz Adrian O. Valdez
48.	San Antonio Integrated School	Marjorie M. Salado
49.	San Antonio Integrated School	Maricar R. Mendoza
50.	Tekila Grace DV Alvarez Primary School	Samantha N. Lopez
51.	Inday Melecio National High School	Korina C. Cabero
52.	Inday Melecio National High School	Raf P. Guray
53.	Inday Melecio National High School	Diana Rose S. Samson
54.	Inday Melecio National High School	Rosemarie R. Estabillo
55.	Inday Melecio National High School	Kristine Jane N. Valdez
56.	Inday Melecio National High School	Pauline Joyce N. Pineda
57.	Muñoz National High School - Annex	Rona May R. Gelacio
58.	Muñoz National High School - Annex	Rose Ann D. Tomas
59.	Muñoz National High School - Annex	Clarence M. Dela Cruz
60.	Muñoz National High School - Annex	Jonard A. Orcino
61.	Muñoz National High School - Annex	Collin Shara P. Estrella



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62.	Muñoz National High School - Annex	Veronica P. Romero
63.	Muñoz National High School - Annex	Abegail Niña M. Torio
64.	Muñoz National High School - Annex	Ghiper John Santiago
65.	Muñoz National High School - Annex	Sherly G. Tolentino
66.	Muñoz National High School - Annex	Aldine Jay M. Raytan
67.	Muñoz National High School - Annex	Cherry H. Blancas
68.	Muñoz National High School - Annex	Ramil V. Pilien
69.	Muñoz National High School - Annex	Retchel M. Paray
70.	Muñoz National High School - Main	Arianne Joyce G. Oliva
71.	Muñoz National High School - Main	Maricor M. Yago
72.	Muñoz National High School - Main	Aaron P. Timario
73.	Muñoz National High School - Main	Kervin G. Orcino
74.	Muñoz National High School - Main	Hazel C. Bernal
75.	Muñoz National High School - Main	Sanshine M. Iglesia
76.	Muñoz National High School - Main	Kevin H. Martin
77.	Muñoz National High School - Main	Mikaela S. Diaz
78.	Science City of Muñoz Senior High School	Ferry Lou R. Andres
79.	Science City of Muñoz Senior High School	Garelle Mae P. Andres
80.	Science City of Muñoz Senior High School	Sheila Pauline Ericka P. Castillo
81.	Science City of Muñoz Senior High School	Jane Marie C. Catama
82.	Science City of Muñoz Senior High School	Marielle D. Cruzat
83.	Science City of Muñoz Senior High School	Janet M. De Guzman
84.	Science City of Muñoz Senior High School	Hazel P. Dela Cruz
85.	Science City of Muñoz Senior High School	Carlo Ed H. Espiritu
86.	Science City of Muñoz Senior High School	Christine Joy D. Fabro
87.	Science City of Muñoz Senior High School	Mary Grace C. Jacinto
88.	Science City of Muñoz Senior High School	King Oliver D. Mendrez
89.	Science City of Muñoz Senior High School	Mary Grace S. Pascua
90.	Science City of Muñoz Senior High School	Erica G. Quilanlan
91.	Science City of Muñoz Senior High School	Nadgira U. Salic
92.	Science City of Muñoz Senior High School	Adriana M. Valenzuela



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Enclosure No. 2 to the Schools Division Memorandum No. 251, s. 2026

TRAINING MATRIX

TIME	TOPIC	PERSON IN-CHARGE
7:30 AM - 8:00 AM	Registration and Attendance	Technical Working Group
8:00 AM - 8:30 AM	Opening Program <ul style="list-style-type: none"> • Nationalistic Song • Prayer • Roll Call • Statement of the Purpose • Message 	Audio Visual Presentation Audio Visual Presentation Audio Visual Presentation CYRIL S. TALUSAN Senior Education Program Specialist HRD JOHANNA N. GERVAICIO PhD, CESO V Schools Division Superintendent
8:30AM - 9:00 AM	SDO Organizational Chart	WINNIE W. POLI, CESE Education Program Supervisor
9:00 AM - 9:30 AM	Employee Induction Policy: An Overview	BERNARDO A. GARGABITE, EdD Chief Education Supervisor - SGOD
10:00 AM - 12:00 PM	Batas Pambansa 232, DO No. 49, s. 2006, DO No. 40, s. 2012, and DO No. 6, s. 2026	ROMMEL L. CORPUZ Legal Officer IV
1:00 PM - 1:30 PM	Employees' Benefits and Welfare	JOMEL V. MANGAWANG Accountant III
1:30 PM - 2:00 PM	Procedures for Leave Promotion and Retirement	STELLA MARIE C. DUMALE Administrative Officer IV
2:00 PM - 3:00 PM	Code of Conduct and Ethical Standards for Public Officials and Employees (RA6713)	FHRIESSY CRUZ S. BERMUDA II Administrative IV
3:00 PM - 4:00 PM	Duties and Responsibilities of Teaching Personnel	LARRY B. ESPIRITU PhD Chief Education Supervisor - CID
4:00 PM - 4:30 PM	Open Forum	CYRIL S. TALUSAN Senior Education Program Specialist - HRD
4:30 PM - 4:45 PM	Pledge of Commitment	RONILO E. HILARIO Assistant School Division Superintendent
4:45 PM - 5:00 PM	Closing Ceremony	Technical Working Group

ANDREILINE S. GASTON
 Master of Ceremony



Address: Brgy. Rizal, Science City of Muñoz, 3119
 Email Address: munozone.science.city@deped.gov.ph