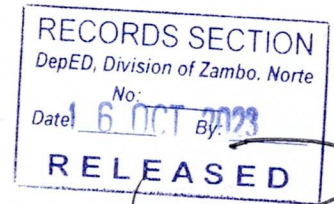




Republic of the Philippines  
**Department of Education**  
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

**Office of the Schools Division Superintendent**



Division Advisory No. 96 s. 2023

October 9, 2023

In compliance with DepEd Order (DO) No. 8 s. 2013  
This advisory is issued not for endorsement per DO 28, s. 2001,  
But only for the information of DepEd officials,  
Personnel/staff, as well as the concerned public.  
(Visit [www.depedzn.net](http://www.depedzn.net))

**CHANGE OF SCHEDULE FOR THE REGULAR EXECUTIVE MEETING FOR THE  
MONTH OF OCTOBER 2023**

This has reference to Division Memorandum No. 33. s. 2023 re: Conduct of Executive Committee Meeting (ExeCom) for the Year 2023.

Please be informed that the new date of the said meeting initially scheduled on October 18, 2023, will be moved to **October 19, 2023, at 8:30 a.m.** at 4<sup>th</sup> Floor, Conference Hall, 2<sup>nd</sup> Building, This Division.

Other provisions stipulated in the previous memorandum remain in effect.

For guidance and widest dissemination.

OSDS/smls/ Advisory ExeCom  
10032023



Republic of the Philippines  
**Department of Education**

REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure 1 of Division Advisory No. 976

LIST OF PARTICIPANTS

No.	NAME	POSITION
1.	Roy C. Tuballa EMD, JD, CESO VI	Schools Division Superintendent
2.	V. Romaguera CESO VI	Asst. Schools Division Superintendent
3.	Ma. Judelyn J. Ramos CESE	Asst. Schools Division Superintendent
4.	Lilia E. Abello Ed.D	CID Chief
5.	Joy E. Letran-Singson EMD	SGOD Chief
6.	Helen E. Tangon	AO V
7.	Casemera V. Lunjas	Budget Officer
8.	Arvie M. Ompoy	Division Accountant
9.	Atty. Rey P. Janolino Jr.	Legal Officer
10.	Julius O. Belagantol	ITO
11.	Leonido A. Pampilo Jr.	SEPS P&R
12.	Reynaldo C. Magtuba	Cluster 1 Head - PSDS
13.	Arnold C. Dinglasa	Cluster 2 Head - PSDS
14.	Ma. Theresa M. Imperial	Cluster 3 Head - PSDS
15.	Lecita F. Tubal	Cluster 4 Head - PSDS
16.	Mary Jean P. Acedo	Cluster 5 Head - PSDS
17.	Araceli C. Tomboc	Cluster 6 Head - PSDS
18.	Sheena Marie L. Suelto	AO II
19.	Atty. Christine Joyce S. Paco	Legal Assistant
20.	Marife A. De La Cerna	ADAS III
21.	Gekabel M. Velarde	ADAS III
22.	Shammah Grace B. Velasco	ADAS II
23.	Tedee S. Tabilon	ADA VI
24.	Lorene Velasco	ADA VI
25.	Mary Jerica L. Ocupe	ADA VI
26.	Mea Jill S. Albon	ADA VI



Republic of the Philippines  
**Department of Education**  
 REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure No. 2 of Division Advisory No. 96

**9<sup>th</sup> Regular Executive Meeting**  
**October 19, 2023**

**MATRIX OF ACTIVITIES**

**Part I. Preliminaries**

TIME	ACTIVITIES	IN-CHARGE
8:30 – 8:40 a.m.	Philippine National Anthem Ecumenical Prayer Roll Call	Secretariat
8:40– 9:00 a.m.	Declaration of Quorum Reading of the Minutes of the Previous Meeting Approval of the Agenda	-Chairman, ExeCom

**Part II. Order of the Presentation/Reporting**

AGENDA
<b>1. SDS Time</b> <ul style="list-style-type: none"> <li><b>a. Titling of Schools Continuing Funds, for utilization</b></li> <li><b>b. Hiring preference for ALS should be JHS Teachers</b></li> <li><b>c. New School-Based Administrative Officer II and Project Development Officer I Items</b></li> <li><b>d. Full Deployment of Administrative Officers II and revisiting of their functions to include financials.</b></li> </ul> <b>2. Urgent and Important Updates from each functional Division and Section Units</b> <i>(Each presenter is only given 7-10 minutes with maximum of 10 slides)</i> <ul style="list-style-type: none"> <li>• ASDS Office</li> <li>• SGOD Office</li> <li>• CID Office</li> <li>• ITO</li> <li>• Legal Office</li> <li>• Admin. &amp; Gen. Services</li> <li>• Research and Planning Office</li> <li>• Budget Office</li> <li>• Accounting Office</li> </ul> <b>3. Pressing and Urgent Issues from each Cluster</b>