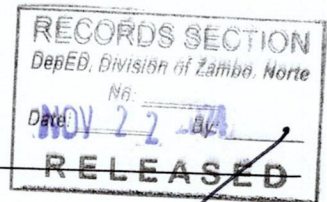




Republic of the Philippines  
**Department of Education**

REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

**Office of the Schools Division Superintendent**



November 21, 2024

Memorandum Order  
No. **62**, s. 2024

**DEPLOYMENT OF GOVERNMENT INTERNSHIP PROGRAM (GIP) BENEFICIARIES**

To: **Public Schools District Supervisors/District In-Charge  
Elementary and Secondary School Heads  
All Others Concerned  
This Division**

1. For the information and guidance of all concerned, please find attached copy of communication from the Department of Labor and employment Zamboanga del Norte Field Office along with the Deployment List of GIP beneficiaries.
2. The GIP Beneficiaries may be assigned clerical/office tasks and other relevant assignments that will support their development and prepare them for their future employment. These tasks will be carried out from **November 11, 2024 to December 31, 2024**, under the full and direct supervision of their respective office heads.
3. For the processing of their stipend, the following requirements must be prepared and forwarded to the DOLE, Zamboanga del Norte Field Office addressed to GIP Focal Person:
  - a. **DTR**
  - b. **Individual Accomplishment Report**
4. Immediate and widest dissemination of this Memorandum is hereby enjoined.

**LOURMA I. POCULAN EMD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Personnel/GIP/11212024



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212- 5843  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph) Website: [www.depedzn.net](http://www.depedzn.net)  
FB: DepEd Tayo- Schools Division of Zamboanga del Norte



October 11, 2024

Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.  
Dipolog City, Zamboanga del Norte



RECEIVED  
No. \_\_\_\_\_  
Date \_\_\_\_\_ By \_\_\_\_\_

DEPARTMENT OF LABOR AND EMPLOYMENT  
**RELEASED**  
Date \_\_\_\_\_ BY \_\_\_\_\_ Initial \_\_\_\_\_  
TIME 3:50 PM TRACER \_\_\_\_\_ 10/11/24  
ZDNH

**ROY C. TUBALLA EMD, JD, CESO VI**  
Schools Division Superintendent  
Department of Education  
Schools Division of Zamboanga del Norte  
Capitol Drive, Estaka, Dipolog City

Attn: **HELCONIDA R. PANGILINAN**  
MAEd - Principal II / School Head  
Don Jose Aguirre National High School  
Don Jose Aguirre, Manukan, Zamboanga del Norte

Dear Dr. Tuballa:

We are pleased to inform that the Department of Labor and Employment is currently implementing the Government Internship Program (DOLE-GIP). The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region, which is **PHP381.00**, for a period of 2 months.

In view thereof, may we respectfully request your office to accommodate three GIP beneficiaries: **Ms. Jenny Rose Delmo, Mr. Leonniel Jay Mabilog, and Ms. Antonia Alison**. They are to be assigned to **Don Jose Aguirre National High School**, located in **Don Jose Aguirre, Manukan, Zamboanga del Norte** starting on **October 15, 2024** until **December 15, 2024**. Their time and work assignment will be under the full supervision of the School Principal.

In addition to the above, may we respectfully reiterate clause 5 of the GIP MOA under the Partner Agency Responsibilities that in no case should the partner agency engage the GIP interns in activities such as involvement in political sorties, direct campaigning for the partner agency's interests, exposure to hazardous undertaking/s specifically provided under the Anti-Child Labor Law, enlisting GIP without actual services rendered, unauthorized deductions on interns stipend, and other pertinent laws relevant thereto.

For confirmation and/or further clarification, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, at mobile number 0956-301-7921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

**AILEEN B. MONDEJAR**  
Chief LEO/FO Head

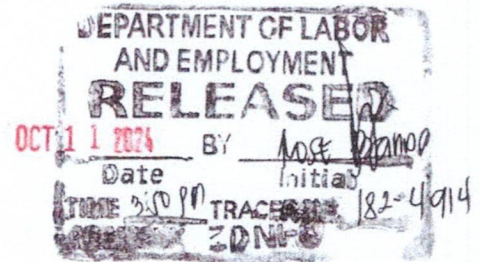


Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**  
 ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte

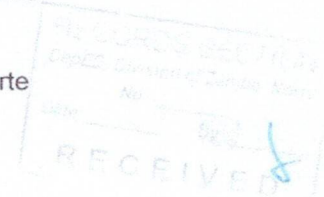


October 11, 2024

**ROY C. TUBALLA EMD, JD, CESO VI**  
 Schools Division Superintendent  
 Department of Education  
**Schools Division of Zamboanga del Norte**  
 Capitol Drive, Estaka, Dipolog City



Attn: **ROSEVILLA S. DESTACAMENTO**  
**Principal II / School Head**  
 Disud Elementary School  
 Disud, Manukan, Zamboanga del Norte



Dear **Dr. Tuballa**:

We are pleased to inform that the Department of Labor and Employment is currently implementing the Government Internship Program (DOLE-GIP). The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region, which is **PHP381.00**, for a period of **12** months.

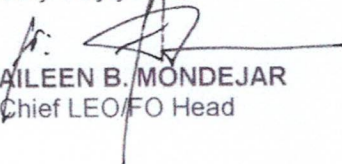
In view thereof, may we respectfully request your office to accommodate a GIP beneficiary, **Ms. Reina Duntar**, to be assigned to **Disud Elementary School**, located in **Disud, Manukan, Zamboanga del Norte** starting on **October 15, 2024 until December 15, 2024**. Her time and work assignment will be under the full supervision of the School Principal.

For confirmation and/or further clarification, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, at mobile number 0956-301-7921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

  
**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head

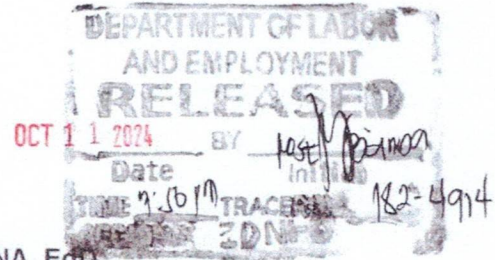


Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**  
 ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte

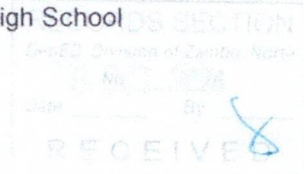


October 11, 2024

**ROY C. TUBALLA EMD, JD, CESO VI**  
 Schools Division Superintendent  
 Department of Education  
**Schools Division of Zamboanga del Norte**  
 Capitol Drive, Estaka, Dipolog City



Attn: **JOEL B. ISOLANA, EdD**  
**Principal II / School Head**  
 President Manuel A. Roxas National High School  
 Roxas, Zamboanga del Norte



Dear **Dr. Tuballa**:

We are pleased to inform that the Department of Labor and Employment is currently implementing the Government Internship Program (DOLE-GIP). The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region, which is **PHP381.00**, for a period of 2 months.

In view thereof, may we respectfully request your office to accommodate a GIP beneficiary, **Mr. Jasper Harl Omoso** to be assigned to **President Manuel A. Roxas National High School**, located in **Roxas, Zamboanga del Norte** starting on **October 15, 2024** until **December 15, 2024**. His time and work assignment will be under the full supervision of the School Principal.

For confirmation and/or further clarification, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, at mobile number 0956-301-7921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

  
**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**

**ZAMBOANGA DEL NORTE FIELD OFFICE**

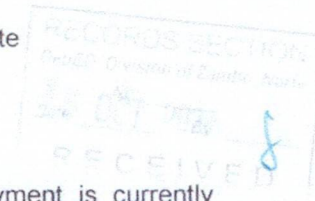
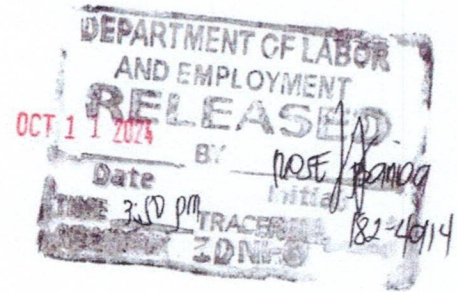
ABC Building Lessor, Malvar St. Central Brgy.,  
Dipolog City, Zamboanga del Norte



October 11, 2024

**ROY C. TUBALLA EMD, JD, CESO VI**  
Schools Division Superintendent  
Department of Education  
**Schools Division of Zamboanga del Norte**  
Capitol Drive, Estaka, Dipolog City

Attn: **GILBERT S. POSTIGO**  
Principal II / School Head  
Dohinob National High School  
Dohinob, Roxas, Zamboanga del Norte



Dear **Dr. Tuballa**:

We are pleased to inform that the Department of Labor and Employment is currently implementing the Government Internship Program (DOLE-GIP). The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region, which is **PHP381.00**, for a period of 2 months.

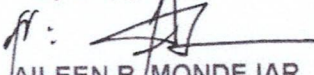
In view thereof, may we respectfully request your office to accommodate a GIP beneficiary, **Mr. Cloudey Jay Eslit**, to be assigned to **Dohinob National High School**, located in **Dohinob, Zamboanga del Norte** starting on **October 15, 2024** until **December 15, 2024**. His time and work assignment will be under the full supervision of the School Principal.

For confirmation and/or further clarification, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, at mobile number 0956-301-7921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

  
**AILEEN B. MONDEJAR**  
Chief LEO/FO Head



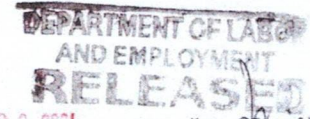
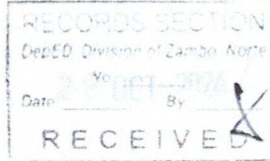
Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte



October 21, 2024

**DR. ROY C. TUBALLA**  
 Superintendent  
 Schools Division of Zamboanga del Norte  
 Capitol Drive, Estaka, Dipolog City



OCT 29 2024 BY [Signature]  
 Date: 10/29/24 Initials: [Signature]  
 TIME: 3:42 PM TRACKED: 220-5015  
 ZDNR-8

Dear **Dr. Tuballa**:

Greetings of peace!

We are pleased to inform that the Department of Labor and Employment (DOLE) is currently implementing the Government Internship Program (GIP). The GIP is a training-cum-employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region at PHP381.00 for a period of 2 months.

In view thereof, may we respectfully request your office to accommodate thirty-five (35) GIP beneficiaries to be assigned at **various schools in the 1<sup>st</sup> District of Zamboanga del Norte** starting on **October 28, 2024 to December 31, 2024**. Their time and work assignment will be under the full supervision of their respective office heads. Please see attached document for list of beneficiaries and their proposed assignments.

In addition to the above, may we respectfully reiterate clause 5 of the GIP MOA under the Partner Agency Responsibilities that in no case should the partner agency engage the GIP interns in activities such as involvement in political sorties, direct campaigning for the partner agency's interests, exposure to hazardous undertaking/s specifically provided under the Anti-Child Labor Law, enlisting GIP without actual services rendered, unauthorized deductions on interns stipend, and other pertinent laws relevant thereto.

For confirmation and/or further clarifications, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, thru mobile number 09563017921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head

**KENETH B. JAUCIJAN**



**LIST OF GIP BENEFICIARIES & PROPOSED ASSIGNMENTS**

**DEPED POLANCO (POLANCO CENTRAL SCHOOL)**

1. JAMAICA B. RELUYA - 10-1-24
2. REY MARK A. TUMALA - "
3. RICA LYN O. SIALON
4. REMARK ENOT
5. JOSHUA P. CAGBABANUA
6. KENNETH CHRISTIAN E. PAROJENOG
7. APRIL JOY M. SUMAGANG
8. IRIS C. CABILIN
9. RAMIL T. TAGAPAN JR. ?
10. RHEANAY P. BALAGOT - 10-1-24

10/1/24

**DEPED PIÑAN (PIÑAN CENTRAL SCHOOL)**

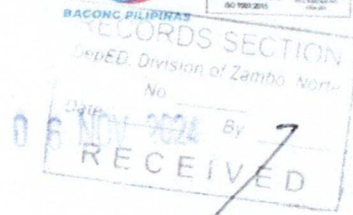
1. MELCHIE D. LUAGE ✓
2. EDELYN A. BEMOS ✓
3. STEPHANIE L. RICONALLA ✓
4. SHIELA MAE L. SERAÑA ✓
5. JOYCELOU M. NAMIT ✓
6. JOHN JOHN C. SIMBORIO ✓
7. JHON CARLO T. SOLATORIO ✓
8. EDIN E. MORALES ✓
9. CHERRY P. ICAO ✓
10. JENELYN M. LITUAN ✓
11. JESSON C. EMPIL ✓
12. ESTELLA U. DANAG ✓
13. ANGEL MAE D. EGUIA ✓
14. FATIMA P. DAGPIN

**DEPED SERGIO OSMEÑA (SERGIO OSMEÑA NATIONAL HIGH SCHOOL)**

1. MARY JOY B. TADLE - 10/24/24
2. WELPIL. MANABAY 10/21/24
3. MARILOU G. CALACAT //
4. JEM T. ETOM //
5. MIKE HERVEN M. ANDILAB //
6. JESSA P. TAMPARONG //
7. CHERRY ANN G. CERO //
8. BRYAN B. MAGHINAY //
9. RUFA MAE M. AMBOANG //
10. MHEAN N. ANDILAB //
11. APRIL BOY M. BIENES //

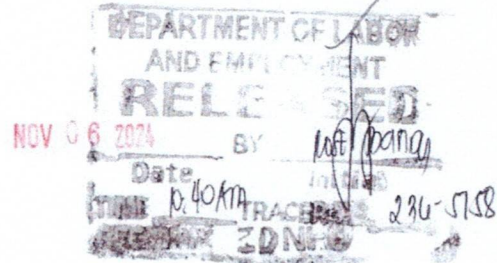


Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**  
 ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte



November 6, 2024

**ROY C. TUBALLA EMD, JD, CESO VI**  
 Schools Division Superintendent  
 Department of Education  
**Schools Division of Zamboanga del Norte**  
 Capitol Drive, Estaka, Dipolog City



Dear Dr. Tuballa:

Greetings of peace!

We are pleased to inform you that the Department of Labor and Employment will implement the Government Internship Program (DOLE-GIP) this year. The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of Government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent the existing minimum wage in the region at **PHP381.00** for a period of two months.

In view thereof, may we respectfully request your office to accommodate GIP interns, **Ms. Ryka L. Balanay** and **Ms. Jenna B. Besario**, to be assigned to your office starting **November 7, 2024 to December 31, 2024**. Their time and work assignment will be under your full supervision. However, may we remind that GIP interns shall strictly perform desk works within the office.

In addition to the above, may we respectfully reiterate under the Partner Agency Responsibilities that in no case should the partner agency engage the GIP interns in activities such as involvement in political sorties, direct campaigning for the partner agency's interests, exposure to hazardous undertaking/s specifically provided under the Anti-Child Labor Law, enlisting GIP without actual services rendered, unauthorized deductions on interns stipend, and other pertinent laws relevant thereto.

For confirmation and/or further clarifications, you may reach out to our GIP Focal Person, **Karen Claire Q. Grafia**, thru mobile number **09563017921**.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

  
**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head





Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte



November 7, 2024

**ROY C. TUBALLA EMD, JD, CESO VI**  
 Schools Division Superintendent  
 Department of Education  
**Schools Division of Zamboanga del Norte**  
 Capitol Drive, Estaka, Dipolog City

**RECEIVED**  
 NOV 08 2024  
*Congressional Affairs*

**RECORDS SECTION**  
 DepED Division of Zambo Norte  
 No. \_\_\_\_\_  
 Date \_\_\_\_\_ By \_\_\_\_\_

**RECEIVED**  
 DEPARTMENT OF LABOR AND EMPLOYMENT  
**RELEASED**  
 Date: 11/07/24 BY: [Signature] PC/1001  
 Date: 2:59 pm Initial: [Signature]  
 TIME: 2:59 pm TRACER: [Signature]  
 244-5786

Dear Dr. Tuballa:

Greetings of peace!

We are pleased to inform you that the Department of Labor and Employment will implement the Government Internship Program (DOLE-GIP) this year. The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of Government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent the existing minimum wage in the region at **PHP381.00** for a period of two months.

In view thereof, may we respectfully request your office to accommodate twelve (12) GIP beneficiaries to be assigned at **various schools in the 1<sup>st</sup> District of Zamboanga del Norte** office starting on **November 11, 2024 to December 31, 2024**. Their time and work assignment will be under the full supervision of their respective office heads. Please see attached documents for list of beneficiaries and their proposed assignments.

In addition to the above, may we respectfully reiterate under the Partner Agency Responsibilities that in no case should the partner agency engage the GIP interns in activities such as involvement in political sorties, direct campaigning for the partner agency's interests, exposure to hazardous undertaking/s specifically provided under the Anti-Child Labor Law, enlisting GIP without actual services rendered, unauthorized deductions on interns stipend, and other pertinent laws relevant thereto.

For confirmation and/or further clarifications, you may reach out to our GIP Focal Person, Karen Claire Q. Grafia, thru mobile number 09563017921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head



## LIST OF GIP BENEFICIARIES & PROPOSED ASSIGNMENTS

### DEPED SERGIO OSMEÑA

#### Bagumbayan Elementary School

- Lovelycren R. Tomaroy ✓

#### Bagong Baguio National High School

- Jeymark P. Palubon ✓

#### Situbo Elementary School

- Recel S. Abejero ✓

#### Venus Elementary School

- Realyn S. Suminguit ✓

#### Sergio Osmeña Central School

- Ritchie S. Tagyamon ✓
- Jessa Jane Ria L. Adolfo ✓

### DEPED POLANCO

#### Sianib National High School

- Jesa Jay O. Silva ✓
- Jaylene Mae P. Sevilla ✓

#### Polanco National High School

- Marichu M. Bonocan ✓
- Arjane Clare J. Balagot ✓
- Joerex P. Agapay ✓
- Kim Gel C. Ingad



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte



November 8, 2024

**DR. ROY C. TUBALLA**  
 Superintendent  
 Schools Division of Zamboanga del Norte  
 Capitol Drive, Estaka, Dipolog City

Dear **Dr. Tuballa**:

*Done*

Greetings of peace!

We are pleased to inform you that under the Government Internship Program (GIP), we shall be deploying additional interns to schools in Polanco Municipality. This internship experience will enable them to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects. The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region at PHP381.00 for a period of 2 months.

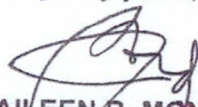
In view thereof, may we respectfully request your office to accommodate additional ten (10) GIP beneficiaries to be assigned at **various schools in Polanco Municipality** starting on **November 11, 2024 to December 31, 2024**. Their time and work assignment will be under the full supervision of their respective office heads. Please see attached document for list of beneficiaries and their proposed assignments.

In response to your letter dated November 4, 2024, requesting the assignment of fifteen (15) beneficiaries to the Schools Division Office in Dipolog City, we regret to inform you that, due to limited funding, **we are only able to assign two (2) interns to your office**. Ms. Ryka L. Balanay has already been endorsed to your office as of November 6, 2024. An additional intern will be endorsed next week upon the finalization of the hiring process. We appreciate your understanding and look forward to supporting your office within our current capacity.

For confirmation and/or further clarifications, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, thru mobile number 09563017921.

Thank you and best regards.

Very truly yours,

  
**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head

RECORDS SECTION  
 DepED - Division of Zambo. Norte  
 No. \_\_\_\_\_  
 Date: NOV 2024  
 RECEIVED

CONGRESS DISTRICT  
 ZAMBOANGA DEL NORTE  
 NOV 11 2024



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.,  
Dipolog City, Zamboanga del Norte



**LIST OF GIP BENEFICIARIES & PROPOSED ASSIGNMENTS**

<b>PLACE OF ASSIGNMENT</b>	<b>GIP BENEFICIARY</b>
Letapan Elementary School	Denar I. Magallanes ✓
Pian Elementary School	Archit L. Mag-Abo ✓
San Pedro Elementary School	Richel G. Calunod ✓
Villahermosa Elementary School	Charlyn H. Segayo ✓
Macleodes Elementary School	Jacquilyn A. Gutiera ✓
Guinles Elementary School	Renmar D. Tanganim ✓
Labrador Elementary School	Van Wendill B. Napigkit ✓
San Antonio Elementary School	John Ryan A. Cabilin ✓
Poblacion South Elementary School	Johnrex A. Regencia ✓
New Sicayab Elementary School	Areil O. Sangcaling ✓



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

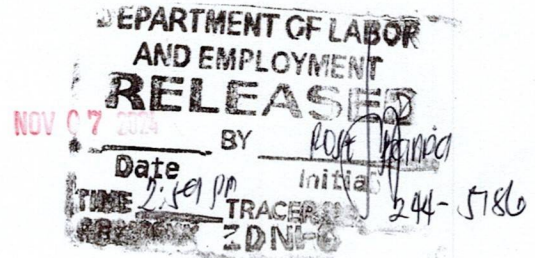
ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte



**RECORDS SECTION**  
 DepED, Division of Zambo. Norte  
 No \_\_\_\_\_  
 Date \_\_\_\_\_ By: \_\_\_\_\_  
**RECEIVED**

November 7, 2024

**ROY C. TUBALLA EMD, JD, CESO VI**  
 Schools Division Superintendent  
 Department of Education  
**Schools Division of Zamboanga del Norte**  
 Capitol Drive, Estaka, Dipolog City



Dear Dr. Tuballa:

Greetings of peace!

We are pleased to inform you that the Department of Labor and Employment will implement the Government Internship Program (DOLE-GIP) this year. The GIP is a training-cum employment program that enables the youth to be engaged in constructive and productive public service to draw their support and understanding of Government programs and projects.

The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent the existing minimum wage in the region at **PHP381.00** for a period of two months.

In view thereof, may we respectfully request your office to accommodate twelve (12) GIP beneficiaries to be assigned at **various schools in the 1<sup>st</sup> District of Zamboanga del Norte** office starting on **November 11, 2024 to December 31, 2024**. Their time and work assignment will be under the full supervision of their respective office heads. Please see attached documents for list of beneficiaries and their proposed assignments.

In addition to the above, may we respectfully reiterate under the Partner Agency Responsibilities that in no case should the partner agency engage the GIP interns in activities such as involvement in political sorties, direct campaigning for the partner agency's interests, exposure to hazardous undertaking/s specifically provided under the Anti-Child Labor Law, enlisting GIP without actual services rendered, unauthorized deductions on interns stipend, and other pertinent laws relevant thereto.

For confirmation and/or further clarifications, you may reach out to our GIP Focal Person, Karen Claire Q. Grafia, thru mobile number 09563017921.

We look forward to hearing from you the soonest possible time.

Thank you and best regards.

Very truly yours,

**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head

Approved :   
 Disapproved :   
 \_\_\_\_\_  
**ROY C. TUBALLA EMD, JD, CESO V.**  
 Schools Division Superintendent



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.,  
Dipolog City, Zamboanga del Norte



## **LIST OF GIP BENEFICIARIES & PROPOSED ASSIGNMENTS**

### **DEPED SERGIO OSMEÑA**

#### **Bagumbayan Elementary School**

- Lovelycren R. Tomaroy

#### **Bagong Baguio National High School**

- Jeymark P. Palubon

#### **Situbo Elementary School**

- Recel S. Abejero

#### **Venus Elementary School**

- Realyn S. Suminguit

#### **Sergio Osmeña Central School**

- Ritchie S. Tagyamon
- Jessa Jane Ria L. Adolfo

### **DEPED POLANCO**

#### **Sianib National High School**

- Jesa Jay O. Silva
- Jaylene Mae P. Sevilla

#### **Polanco National High School**

- Marichu M. Bonocan
- Arjane Clare J. Balagot
- Joerex P. Agapay
- Kim Gel C. Ingad



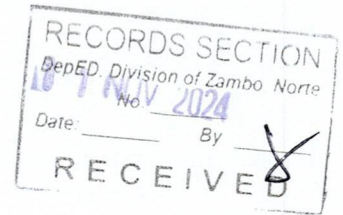
Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**ZAMBOANGA DEL NORTE FIELD OFFICE**

ABC Building Lessor, Malvar St. Central Brgy.,  
 Dipolog City, Zamboanga del Norte



November 8, 2024

**DR. ROY C. TUBALLA**  
 Superintendent  
 Schools Division of Zamboanga del Norte  
 Capitol Drive, Estaka, Dipolog City



Dear Dr. Tuballa:

Greetings of peace!

We are pleased to inform you that under the Government Internship Program (GIP), we shall be deploying additional interns to schools in Polanco Municipality. This internship experience will enables them to be engaged in constructive and productive public service to draw their support and understanding of government programs and projects. The program likewise affords opportunities to beneficiaries to demonstrate their talents and skills while undergoing internship to fully prepare them for their future employment. Under the program, beneficiaries will be paid a daily stipend equivalent to the existing minimum wage in the region at PHP381.00 for a period of 2 months.


In view thereof, may we respectfully request your office to accommodate additional ten (10) GIP beneficiaries to be assigned at **various schools in Polanco Municipality** starting on **November 11, 2024 to December 31, 2024**. Their time and work assignment will be under the full supervision of their respective office heads. Please see attached document for list of beneficiaries and their proposed assignments.


In response to your letter dated November 4, 2024, requesting the assignment of fifteen (15) beneficiaries to the Schools Division Office in Dipolog City, we regret to inform you that, due to limited funding, **we are only able to assign two (2) interns to your office.** Ms. Ryka L. Balanay has already been endorsed to your office as of November 6, 2024. An additional intern will be endorsed next week upon the finalization of the hiring process. We appreciate your understanding and look forward to supporting your office within our current capacity.

For confirmation and/or further clarifications, you may reach out to our GIP Focal Person, Ms. Karen Claire Q. Grafia, thru mobile number 09563017921.

Thank you and best regards.

Very truly yours,

  
**AILEEN B. MONDEJAR**  
 Chief LEO/FO Head

Approved :   
 Disapproved :   
  
  
**ROY C. TUBALLA EMD, JD, CESO V.**  
 Schools Division Superintendent



### LIST OF GIP BENEFICIARIES & PROPOSED ASSIGNMENTS

PLACE OF ASSIGNMENT	GIP BENEFICIARY
Letapan Elementary School	Denar I. Magallanes
Pian Elementary School	Archit L. Mag-Abo
San Pedro Elementary School	Richel G. Calunod
Villahermosa Elementary School	Charlyn H. Segayo
Macleodes Elementary School	Jacquilyn A. Gutiera
Guinles Elementary School	Renmar D. Tanganim
Labrador Elementary School	Van Wendill B. Napigkit
San Antonio Elementary School	John Ryan A. Cabilin
Poblacion South Elementary School	Johnrex A. Regencia
New Sicayab Elementary School	Areil O. Sangcaling