



October 19, 2021

Division Memo No. 919, s. 2021

**REFRESHER COURSE ON ADMINISTRATIVE INVESTIGATION WITH  
GENDER SENSITIVITY AND GRIEVANCE MACHINERY TRAINING**

TO: SELECTED DIVISION IDENTIFIED PERSONNEL:

1. In line of DepEd Bohol's mandate to empower and capacitate its personnel for better understanding of the DepEd Administrative Rules and Procedures, this activity aims to enhance their skills in the conduct of investigation, gender sensitive resolution writing and the art of negotiation in work related disputes;
2. As such, the training also provides a venue on strengthening the teamwork of the investigation committee in order to endeavor a process oriented, fact-based and objective investigation reports;
3. The working committee will have a pre-work activity on November 9, 2021. This is in preparation of the training flow and materials and physical arrangement based on IATF Health protocols.
4. The three-day seminar is on November 10-12, 2021. The venue shall be announced later.
5. This Memo shall be considered as Travel Order of the participants. Other expenses shall be in the usual government accounting procedures. Attach is the list of identified participants for the activity.

Please be guided accordingly.

  
**BIANITO A. DAGATAN EdD CESO V**  
Schools Division Superintendent 





Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
DIVISION OF BOHOL

Office of the Schools Division  
Superintendent

Refresher Course on Administrative Investigation with Gender Sensitivity  
and Grievance Machinery Component on November 9 - 12, 2021

PARTICIPANTS			
Committee on Formal Investigation for Teaching		Committee on Fact Finding for Teaching	
1. Dr. Danilo Gudelosao-Chairman 2. Dr. Desiderio Deligero – Vice-Chairman 3. Dr. Pablito Villalon – Member 4. Dr. Grace Mendez – Member 5. Dr. Dnilo Aton – Member 6. NAPSHI President/Representative-Member		1. Dr. Faustino Toradio – Chairman 2. Dr. Wilfreda Flor – Vice Chairman 3. Dr. Evelyn Codilla – Member 4. PESPA President/Representative-Member	
Committee on Formal Investigation for Non-Teaching		Committee on Fact Finding Investigation for Non-Teaching	
1. Mr. Fermin Albutra – Chairman 2. Dr. Lilian Baloria – Vice Chairman 3. Ms. Maulitte Yap – Member 4. Ms. Judith Apale - Member		1. Mr. Lope Hubac – Chairman 2. Ms. Ma. Victoria Jaspe – Vice Chairman 3. Mr. Victoriano Cimeni – Member 4. Ms. Nicanora Gretli Fostanes – Member 5. Ms. Evelyn Marapao – DepEDNEU Representative - Member	
Office of the Superintendent		Training Staff	
1. Dr. Bianito Dagatan 2. Mr. Mark Cyril Potane 3. Mr. Leo Capuno 4. Mr. Joseph Realista		1. Atty. Vanessa Quijano 2. Ms. Angelette Remolador 3. Ms. Marina Bernasor 4. Ms. Aian Dolauta 5. Mr. Guy Aranjuez 6. Mr. Julius Madanguit	
Medical Unit			
1. Dr. Ma. Aurora Luma-ad 2. Nurse Representative			





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