



Republic of the Philippines  
**Department of Education**  
Region III  
**SCHOOLS DIVISION OF BULACAN**

January 27, 2021

**DIVISION MEMORANDUM**

No. 023, s. 2021

**VIRTUAL CAPACITY BUILDING OF INFORMATION OFFICERS**

To: Division Chiefs  
School Cluster Information Officers  
All Others Concerned

1. The Schools Division of Bulacan through the Division Information Office and DepEd Tayo Bulacan Facebook Administrators, shall conduct a Virtual Capacity Building of Information Officers on February 19, 2021 via google meet.
2. The capacity building aims to:
  - 2.1 Orient the participants on their duties and responsibilities as information officers;
  - 2.2 Provide clear understanding of the importance of school page in the new normal education;
  - 2.3 Capacitate the participants on the following topics:
    - 2.3.1 The DepEd Tayo Facebook Page
    - 2.3.2 Fake News and Misinformation
    - 2.3.3 Managing the school Facebook page
    - 2.3.4 Facebook Community Standards
    - 2.3.5 Basic phone photography and captioning
3. Participants to this activity are the designated School Cluster Information Officers per Division Memorandum No. 170, s. 2020, and Division Information Officers and alternates.
4. Participants are requested to confirm their attendance by accomplishing the google form (to be posted on DepEd Tayo Bulacan FB page) on or before February 08, 2021.
5. The link for this activity will be sent to your DepEd email address before the scheduled date.
6. Attached to this Memorandum is the Program of Activities (see enclosure 1) and the list of participants, resource speakers and technical work group (see enclosure 2).
7. For information and guidance.

  
**ZENIA G. MOSTOLES, EdD, CESO V**  
Schools Division Superintendent



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Enclosure 1 to Division Memo No. \_\_\_\_\_, s. 2021

**VIRTUAL CAPACITY BUILDING OF INFORMATION OFFICERS**  
 February 19, 2021, via Google Meet

Time	
8:00 – 8:40	Opening Program  National Anthem  Opening Prayer  Opening Remarks Dr. Rainelda M. Blanco EPS-LRMDS  Statement of the Purpose Bryan Amiel de Jesus SEPS-SMN / Division Information Officer (SGOD)  Inspirational Message Dr. Zenia G. Mostoles, CESO V Schools Division Superintendent
8:40 – 9:40	Topic: The DepEd Tayo FB Page: A Quick Tour
9:40- 10:30	Topic: Fake News and Misinformation Marnick S. Gutierrez Master Teacher I, Parada National High School
10:30 – 12:00	Topic: Managing the school FB page Rush Jet R. Penaranda Head Teacher I, San Roque National High School
12:00- 1:00 PM	Lunch Break
1:00 – 2:00	Topic: Facebook Community Standards Marnick S. Gutierrez Master Teacher I, Parada National High School
2:00 – 2:50 PM	Topic: Basic phone photography and captioning Rush Jet R. Penaranda Head Teacher I, San Roque National High School
2:50 – 3:00 PM	Closing Remarks Dr. Cecilia S. Custodio SGOD Chief

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Enclosure 2 to Division Memo No. \_\_\_\_\_ s. 2021

**DESIGNATED INFORMATION OFFICERS (per Division Memo 170, s. 2020)**

EDDIS	SCHOOL CLUSTERS	INFORMATION OFFICERS	POSITION	SCHOOL ADDRESS
I	Bulakan	Alleene C. Bartolome	Master Teacher I	Bambang ES
		Jonathan B. Victorino	Head Teacher I	Romeo A. Santos MHS
I	Calumpit North	Liezl Ann M. Bondoc	Teacher III	F. Mendoza MES
		Xalissa Aira C. Corpus	Teacher I	Sta. Lucia HS
I	Calumpit South	Valerie Ann B. Punzalan	Teacher III	Northville 9 ES
		Cherry Lou C. Dela Cruz	Head Teacher III	Calumpit NHS
I	Hagonoy East	Ma. Jaressa S. Raymundo	Teacher I	Abulalas ES
		Christopher S. San Jose	Teacher I	San Pedro NHS
I	Hagonoy West	Bernardifa J. Santos	Teacher III	Mercado ES
		Trinidad Toriano	Head Teacher III	Sta. Monica NHS
I	Paombong	Eugenio A. Manarang III	Principal I	Sto. Niño ES
		Rolando DC. Agustin	Head Teacher II	San Roque NHS
I	Pulilan	Candelaria V. Cruz	Master Teacher II	Marciano Del Rosario MES
		Czarlaine Valderrama	Teacher I	Bajet-Castillo HS
II	Balagtas	Rowie Rose L. Mamangun	Teacher III	Santol ES
		Mercy C. Morales	Teacher III	Balagtas NAHS
II	Baliwag North	Rosalie S. Santos	Principal III	Tilapayong ES
		Emmanuel V. Dionisio	Principal I	Sto. Niño HS
II	Baliwag South	Janina DM. Amarilla	Teacher III	Baliwag South CS
		Kenneth G. Pabilonia	Teacher I	Virgen Delas Flores HS
II	Bocaue	Sultan Emir A. Diaz	Teacher III	Cong. Erasmo R. Cruz MCS
		Jessie T. Santiago	Teacher I	Taal NHS
II	Bustos	Dolores O. Gatuz	Principal II	Tibagan ES
		Ricardo C. Benis Jr.	Principal I	Tibagan NHS
II	Guiguinto	Cirilo DG. Santiago	Master Teacher I	Guiguinto CS
		Roman C. Carreon	Principal IV	Guiguinto NVHS
II	Pandi North	Emily S. Loberiano	Teacher III	Siling Matanda ES
		Claire C. Antonio	Teacher III	Virginia Ramirez Cruz NHS
II	Pandi South	Katherine O. Araquin	Teacher II	Bunsuran ES
		Maria Nerliza G. Buenaventura	Teacher II	Bunsuran NHS
II	Plaridel	Nericar T. Lopez	Teacher III	San Jose ES
		Ma. Catherine S. Paguia	Teacher II	Dr. Felipe De Jesus NHS
III	Angat	Edwin G. Dela Cruz	Principal I	Dr. Antonio C. Villarama MS
		Virginia S. San Gabriel	Principal II	Angat NHS
III	DRT	Marla Elena M. Valencia	Teacher III	Bayabas ES
		Mark Joven V. Ramos	Teacher I	Laura De Leon Halli HS
III	Norzagaray East	Nowell Torres	Teacher II	Timoteo Polcarpio MES
		Joan F. Santos	Teacher III	Minuyan NHS
III	Norzagaray West	Marsha T. Abel	Teacher III	Partida ES
		Allan Roy C. Bau	Teacher III	Norzagaray NHS
III	San Ildefonso North	Lorenzo C. Dungo	Teacher III	San Ildefonso ES
		Ramonito I. Cruz	Master Teacher I	San Ildefonso NHS
III	San Ildefonso South	Charlene M. Leoncio	Teacher I	Pinaod CS
		Mon Carlou M. Mangubat	Teacher I	Akle HS

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EDDIS	SCHOOL CLUSTERS	INFORMATION OFFICERS	POSITION	SCHOOL ADDRESS
III	San Miguel Central	Annabelle L. Gaddi	Principal I	Bantog ES
		Erwin M. Nalaza	Teacher I	Vedasto R. Santiago HS
III	San Miguel North	Norlan P. Velayo	Principal I	Maligaya ES
		Aizel Marie P. Tadeo	Teacher III	Partida HS
III	San Miguel South	Aileen M. Victoria	Teacher I	San Miguel ES
		Jeffrey M. Espino	Teacher III	San Miguel NHS
III	San Rafael East	May Crisette L. Magayon	Teacher III	San Rafael CS
		Jenina Joyce L. Mendoza	Teacher II	San Rafael NTS
III	San Rafael West	Clarissa S. De Guzman	Head Teacher III	San Agustin ES
		Marcelino S. Cosico Jr.	Master Teacher I	Carlos F. Gonzales HS
IV	Marilao North	Kamille Rhoda Kalaw-Ortal	Teacher I	Marilao CS
		Joana B. Antonio	Teacher III	Prenza NHS
IV	Marilao South	Adelina D. Tumbaga	Teacher I	Saog ES
		Jayson Z. Batongbakal	Teacher I	AFGBMTS
IV	Obando	Jessfer John R. Cruz	Teacher I	Tawiran ES
		Abelardo S. Miranda Jr.	Teacher III	Obando NHS
IV	Sta. Maria Central	Virginia S. Juan	Principal IV	Sta. Maria ES
		Reynaldo S. Cristobal	Principal IV	Fortunato F. Hall III NAHS
IV	Sta. Maria East	Jayson M. Manalaysay	Teacher I	Tumana ES
		Ricardo P. Enriquez Jr.	Teacher II	Parada NHS
IV	Sta. Maria West	Joerlin J. De Guzman	Principal I	Garden Village ES
		Shella Marie R. De Silva	Asst. Principal II	Pulong Buhangin NHS

Resource Speakers:

Mr. Marnick S. Gutierrez  
 Master Teacher I, Parada National High School

Mr. Rush Jet R. Penaranda  
 Head Teacher I, San Roque National High School

Technical Work Group:

Chair: Bryan Amiel F. De Jesus, SEPS-SMN /  
 Designated Division Information Officer (SGOD)

Members:

Edgardo C. Macarasig, EPS II-SMN  
 Engelbert S. Dela Cruz, PDO I-YFD  
 Marilene G. Ramos, SEPS-HRD  
 Ma. Lourdes J. Patag, SEPS-SMME

