





# Action and Solidarity for the Empowerment of Teachers Central Luzon Union

Block 9 Lot 17, La Aldea  
Fernandina 1 Subdivision,  
Dolores, City of San Fernando,  
Pampanga 2000  
DOLE Reg No. 1898  
CSC Acc. No. 1616

May 4, 2026

**HON. TOLENTINO G. AQUINO**  
Regional Director  
Department of Education Region III  
Maimpis, City of San Fernando  
Pampanga

**Dear Director Aquino,**

Warm greetings!

The ASSERT CL UNION respectfully informs your good office that it will conduct a **Paralegal Training for Division and District Leaders on May 18–21, 2026** at Baguio City. Attached here is the training program.

In this regard, we respectfully request for your administrative support through the **issuance of a Regional Memorandum allowing the attendance of identified participants on official business, with the same memorandum serving as their travel authority/order for the duration of the activity.** The activity will require a **registration fee of ₱2,500**, which participants may request from the school's Maintenance and Other Operating Expenses (MOOE) or school funds, together with their **corresponding travel expenses.**

The training aims to equip union leaders who are actively immersed in field organizing and member support work with adequate legal and paralegal knowledge in responding to the varied issues and concerns of their constituents. Through this activity, participants will gain a deeper understanding of grievance handling, legal remedies, procedural processes, documentation, and appropriate interventions that may be undertaken at the earliest possible level.

This initiative also aligns with the broader interest of the Department in promoting harmonious labor-management relations and easing the administrative burden associated with recurring or unresolved personnel concerns.

We sincerely hope for your favorable consideration of this request.

Respectfully yours,

**ARLENE JAMES S. PAGADUAN**  
President  
ASSERT CL UNION



# Action and Solidarity for the Empowerment of Teachers Central Luzon Union

Block 9 Lot 17, La Aldea  
Fernandina 1 Subdivision,  
Dolores, City of San Fernando,  
Pampanga 2000  
DOLE Reg No. 1898  
CSC Acc. No. 1616

## PARTICIPANTS TO PARALEGAL TRAINING

May 18-21, 2026

### ANGELES CITY

- |                              |                          |
|------------------------------|--------------------------|
| 1. Vilma B. Liao             | Virgen delos Remedios ES |
| 2. Regie Yamzon              | Lourdes North West ES    |
| 3. Jesus Tipino              | Lourdes North West ES    |
| 4. Gilbert Dizon             | Pampang ES               |
| 5. Maria Cecile Y. Catanghal | Abelardo G. Tinio ES     |
| 6. Crizel F. Tiria Belen     | Abelardo G. Tinio ES     |
| 7. Myrna Y. Fabian           | Homesite ES              |
| 8. Mark Ace C. Dungca        | Homesite ES              |
| 9. Elsie O. David            | Virgen delos Remedios ES |

### BALANGA

- |                           |                        |
|---------------------------|------------------------|
| 10. Mary Rose B. Caguillo | Our Lady of Lourdes ES |
| 11. Ediesa P. Mendoza     | Bataan NHS             |
| 12. Luz H. Buensuceso     | Bataan NHS             |
| 13. Michelle Perdio       | Bataan NHS             |
| 14. Ma Cecilia Balmana    | Bani IS                |
| 15. Rochelle Paclibar     | Bataan NHS             |

### BATAAN

- |                              |                       |
|------------------------------|-----------------------|
| 16. Arlene James S. Pagaduan | Balsik NHS            |
| 17. Monaliza D Perez         | Mabayo ES, Morong     |
| 18. Alona C. Valdez          | Binaritan ES, Morong  |
| 19. Walter Bantay            | Balsik NHS, Hermosa   |
| 20. Franklin Lopez           | Bamban ES, Morong     |
| 21. Hazel Bantay             | Balsik NHS, Hermosa   |
| 22. Sarah Seeckts            | Bilolo ES, Orion Dist |
| 23. Michelle G Calimbas      | AGLES, Mariveles      |
| 24. Abraham Valenton         | Hermosa NHS           |



25. Aldrin Casitas

Hermosa NHS

#### **BULACAN**

26. Orlando Buenaventura

Bambang ES

27. Brian Joseph de Guzman

Catacte IS, Bustos

28. Criselda Benedictos

Parulan ES, Plaridel

29. Charo S. Hernandez

Tabang Elementary School

30. Ronnel Manalaysay

Lucas N. Domingo Elementary School

31. Melanie Cabarrubias

Rufino A. Cruz MES

32. Jovita Toledo

Prenza ES, Marilao

#### **CSFP**

33. John Delle Panlaqui

Sindalan National High School

34. Mary Grace Jimenez

Northville High School

35. Aiky T. Manalo

Pampanga High School

36. Marjorie B. Pineda

Pampanga High School

37. Jamie Janela Puraon

Arch. E. Cinense Memorial Integrated HS

38. Ma. Apple Tungol

Malpitic Integrated School

#### **CSJDM**

39. Fedel Johnson F. Osorio

Muzon NHS

40. Franlex Valencia

Sto. Cristo National High School

#### **GAPAN**

41. Veronica Santos

Sto Cristo Norte IS

#### **MALOLOS**

42. Eric John Corpuz

Malolos City HS (Santisima Trinidad)

43. Michael Manzano

Ligas ES

44. Joseph Armin Antonio

Marcelo NHS

#### **Nueva Ecija**

45. Marica R. Fronda

Talavera SHS



**Action and Solidarity for the  
Empowerment of Teachers**  
Central Luzon Union

46. Edilberto Mendoza
47. Gevelyn M. Bautista
48. Arjay Rigor
49. Ulysses Sanchez
50. Lucky Princess D. Annani
51. Maria Sunny Dumaya
52. Victorino Domingo

53. Ericson Razon
54. Gina Razon
55. Gerson Nagaño
56. Ibrahim Jade De Asis
57. Johmer M. Fajardo
58. Nelson Bayson
59. Lorena P. Garcia
60. Nanette J. Elvambuena
61. Menandro Medina
62. Mary Jane P. Trinidad
63. Leif Marcelus A. Dizon
64. Nollie Ben T. Valentin

**OLONGAPO**

65. Domingo Roxas
66. Ronald Pabilonia
67. Hannah Lei S. Derequito
68. Marivic Ordonio
69. Gilda Balingit
70. Charity S. Atienza

**ZAMBALES**

71. James Norris
72. Rimando Lafuente
73. Zenaida Dadural

- Sto Domingo National Trade School  
Eduardo L. Joson NHS  
Talavera SHS  
Talavera SHS  
Talavera SHS  
Talavera SHS  
Julia Ortiz Luis NHS

- Mallorca ES  
San Leonardo CS  
Mallorca ES  
Tagumpay Nagaño HS  
Mallorca ES  
Mallorca HS  
Mambangnan ES  
Nieves ES  
San Anton HS  
Bartolome Sangalang NHS  
Bartolome Sangalang NHS  
Gabaldon Vocational Arts HS

- Sta. Rita ES  
Iram II IS  
Sta. Rita ES  
Olongapo City NHS  
Mabayuan ES  
Sta. Rita ES

- West Diruta ES, San Antonio  
Ilwas ES  
San Juan Candelaria ES, San Narciso



# Action and Solidarity for the Empowerment of Teachers Central Luzon Union

Block 9 Lot 17, La Aldea  
Fernandina 1 Subdivision,  
Dolores, City of San Fernando,  
Pampanga 2000  
DOLE Reg No. 1898  
CSC Acc. No. 1616

## PARALEGAL TRAINING - WORKSHOP

May 18-21, 2026

### Indicative Program

#### May 18 Day 0

2:00 pm	Arrival / Check-in / Registration
6:00 – 7:00 pm	DINNER
7:00 pm	Training Orientation

#### May 19 Day 1

8:00 – 9:00 AM	Welcome and Opening Remarks
9:00 – 12:00 PM	<b>Input 1:</b> Paralegal Orientation (What is paralegal, Why the need for paralegal, Tasks and Functions, Who are the Paralegal?) <b>Input 2:</b> The Art of Table Tactics and Negotiation <b>Pete Pinlac</b> <i>MKP Secretary General</i>
12:00 – 1:30 PM	LUNCH BREAK
1:30 – 3:00 PM	<b>Input 3:</b> Review ASSERT Union Orientation and ASSERT Structure
3:00 – 5:00 PM	<b>Input 4.</b> Civil Service Rules and Regulations for Public School Teachers  <b>Civil Service Commission</b>



# Action and Solidarity for the Empowerment of Teachers

## Central Luzon Union

Block 9 Lot 17, La Aldea  
Fernandina 1 Subdivision,  
Dolores, City of San Fernando,  
Pampanga 2000  
DOLE Reg No. 1898  
CSC Acc. No. 1616

5:00 PM

BREAK

**May 20**      **Day 2**

8:00 – 8:30 AM

Morning RECAP

8:30 – 10:00 AM

**Input 5:** How Well Do We Know Our Rights? An Overview of  
the Magna Carta for Public School Teachers (RA4670)

**James Pagaduan**

*Union President*

10:00 – 10:30 AM

Open Discussion

10:30 – 12:00 PM

**Input 6:** DepEd Rules of Procedure on Administrative Cases  
(DepEd Order #49 s. 2006)

**Atty. Virginia Suarez**

*Chairperson, KaisaKa*

12:00 – 1:00 PM

LUNCH BREAK

1:00 – 2:00 PM

**Input 7:** Other Laws, Legal Remedies, and Procedures

**Atty Virginia Suarez,**

*Chairperson, KaisaKa*

2:00 – 4:00 PM

**Workshop 1:** Paralegal Skills Affidavit-making, Sworn  
Statement, and Complaints

4:00 – 5:30 pm

Plenary

5:30

BREAK



# Action and Solidarity for the Empowerment of Teachers

## Central Luzon Union

Block 9 Lot 17, La Aldea  
Fernandina 1 Subdivision,  
Dolores, City of San Fernando,  
Pampanga 2000  
DOLE Reg No. 1898  
CSC Acc. No. 1616

May 21 Day 3

8:00 – 8:30 AM

Morning RECAP

8:30 – 9:45 AM

**Input 8:** Grievance Handling and Management  
**Atty. Virgie Suarez**

9:45 – 11:00 AM

**Input 9:** Contextualizing VAW in Education Sector  
**Ms. Sonia Soto**  
**CLTV 36, Kaisa Ka VP**

11:00 – 12:30 PM

Synthesis  
Training Assessment and Evaluation  
Awarding of Certificates  
Announcements

12:30 PM

LUNCH BREAK/ADJOURN