



Republic of the Philippines  
Department of Education  
REGION VIII – EASTERN VISAYAS  
SCHOOLS DIVISION OF TACLOBAN CITY

12 May 2023

DIVISION MEMORANDUM

No. 254, s.2023

ASSIGNMENT OF DIVISION OFFICIALS AND PERSONNEL AS EARLY REGISTRATION  
HELP DESK OFFICER OF THE DAY

TO: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT  
OFFICE OF CURRICULUM AND IMPLEMENTATION DIVISION  
OFFICE OF SCHOOL GOVERNANCE AND OPERATIONS  
ALL OTHERS CONCERNED

1. DepEd Order 10, s. 2023 set May 10 to June 9, 2023 for the Conduct of SY 2023-2024 Early Registration, thus, this Office, is hereby designating selected Division Officials and Personnel as Early Registration Help Desk Officer of the Day.
2. The Officials and Personnel designated as Early Registration Help Desk Officer of the Day are the following:

Officer of the Day	Office	Date
ANGELO V. ALCARAZ	SGOD	May 10, 2023
ANGELO V. ALCARAZ	SGOD	May 11, 2023
ANGELO V. ALCARAZ	SGOD	May 12, 2023
DR. ARNULFO Q. BANZON	CID	May 15, 2023
RONALD B. LLANETA	CID	May 16, 2023
MARLITO V. MEDINA	CID	May 17, 2023
FRANCISCO A. ANCHOJAS	OSDS	May 18, 2023
NANCY C. ANINAO	OSDS	May 19, 2023
RODEL R. NAVAL	OSDS	May 22, 2023
DR. MANOLITO C. BOLPA	SGOD	May 23, 2023
DR. MERIAM M. GUALDRAPA	SGOD	May 24, 2023
EVANGELINE J. BADRINA	SGOD	May 25, 2023

1 of 2



Officer of the Day	Office	Date
DR. MIGUEL JR V. DUMAS	CID	May 26, 2023
CHARLEGMAGNE T. ESCOBARTE	CID	May 29, 2023
DR. GRETTEL LAURA M. CADIONG	CID	May 30, 2023
ROGER D. DAGALE	SGOD	May 31, 2023
SONIA N. CABALONA	SGOD	June 1, 2023
IMAH L. PERTIBLE	SGOD	June 2, 2023
CARMELA TORRES	OSDS	June 5, 2023
MA. NESSA L. HOMERES	OSDS	June 6, 2023
DR. DELILAH M DELOS SANTOS	SGOD	June 7, 2023
MARK CHESTER ANTHONY G. TAMAYO	CID	June 8, 2023
JENNITH S. GABISAY	SGOD	June 9, 2023

3. The designated Early Registration Help Desk Officer of the Day shall perform the following:
  - Facilitates all the clients' concerns relative to the Early registration.
  - Coordinates issues to the appropriate personnel and offices for proper and immediate action.
  - Helps all clients that need immediate assistance and queries.
  - Performs other tasks as deemed necessary.
4. For relevant queries and concerns you may contact ANGELO V. ALCARAZ on this contact number 09675081925.
5. For information, guidance, and compliance of all concerned.

  
**JUDELLA RUIZ-LUMPAS EdD, CESO VI**  
*Schools Division Superintendent*
