

  
Republic of the Philippines  
**Department of Education**  
Region VIII  
**SCHOOLS DIVISION OF TACLOBAN CITY**  
Tacloban City

**November 13, 2025**

**DIVISION MEMORANDUM**

No. 932 s. 2025

**ADDENDUM TO DIVISION MEMORANDUM NO. 872, The Leadership Institute  
of Tacloban City : Building Excellent School Leaders and Teachers**

To : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors/Public Schools District Supervisors  
Elementary & Secondary School Heads  
Teaching & Non-Teaching Personnel  
All other Concerned


1. In line with the Schools Division's commitment to enhance the instructional and leadership competencies of school heads in accordance with the **Philippine Professional Standards for School Heads (PPSSH)**, the Schools Division Office of Tacloban City will implement the **Leadership Institute of Tacloban City (LIT)** with the theme, "Building Excellent School Leaders and Teachers." The following are the participants for the Development of Learning Resource Packages for the Leadership Institute of Tacloban City, scheduled for Batch 1 on **November 27-29, 2025**, and Batch 2 on **December 11-13, 2025**.

NAMES	DESIGNATION
1. JULIET P. LIM	EDUCATION PROGRAM SUPERVISOR
2. RONALD LLANETA	EDUCATION PROGRAM SUPERVISOR
3. MELINDA SEVERINO	PUBLIC SCHOOLS DISTRICT SUPERVISOR
4. HAROLD NAPUTO	SCHOOL PRINCIPAL
5. NINO ACEBO	SCHOOL PRINCIPAL
6. EMMAN FIRMO	SCHOOL PRINCIPAL

  
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7. KAREN RAZ	SCHOOL PRINCIPAL
8. DON MACAPUGAS	ASST PRINCIPAL
9. EDEVER ZANORIA	SCHOOL PRINCIPAL
10. AILEEN APOSTOL	MASTER TEACHER
11. RAUL BASA	SCHOOL PRINCIPAL
12. BERNIE JUDE LAMOGARR	MASTER TEACHER
13. ELOISA ACEDILLO	MASTER TEACHER
14. REY MANCENIDO	MASTER TEACHER
15. ALMA MACANIP	PUBLIC SCHOOLS DISTRICT SUPERVISOR
16. VERNA MANAGA	SCHOOL PRINCIPAL
17. XENIA BARDELAS	SCHOOL PRINCIPAL
18. MIGUEL DUMAS	EDUCATION PROGRAM SUPERVISOR
19. GRETTEL LAURA CADIONG	EDUCATION PROGRAM SUPERVISOR
20. ATTY MA. BERNADETTE T. INCISO	ATTORNEY III

2. Immediate dissemination and compliance to this memorandum are earnestly desired.

S.O. 412, S. 2025  
 11/12/25  
  
**SHERLITA A. PALMA, EdD, CESO VI**  
 Schools Division Superintendent

Enclosure: As stated  
 References: As stated  
 To be indicated in the Perpetual Index under the following subjects:

PD DEVELOPMENT PROGRAMS

**MATATAG**



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