



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

05 Jan 2026

DIVISION MEMORANDUM
OSDS-2026-001

**ADDITIONAL INFORMATION IN THE CONDUCT OF NON-TEACHING
CONFERENCE 2025**

To: Assistant Schools Division Superintendent
Functional Division Chiefs
Section and Unit Heads
Public Schools District Supervisors
Secondary and Elementary School Heads
All Administrative Officers II
Select Administrative Assistants
All Others Concerned

1. In relation to Division Memorandum OSDS-2025-170 titled “Non-Teaching Conference 2025”, enclosed is the list of additional applicants to the 3-day live in activity and skeletal workforce for Personnel Unit.
2. All participants must dress smart casual attire on the first and second day and their respective activity shirt per Municipality on the third day.
3. All other provisions in the said Memorandum remain in effect.
4. For inquiries contact Mr. Roel D. Balbareno at 09773941073.
5. For the information and guidance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

CONFERENCE



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Roel D. Balbarenco/OSDS/MLA – additional information in the conduct of non-teaching conference 2025
0002/January 5, 2026



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Enclosure: List of Additional Applicants

Name	Position	School
1. Revirose Cabaraban	Administrative Officer IV	Glan School of Arts and Trades
2. Jodilyn H. Taboada	Administrative Assistant II	Daan Suyan IS