



Republic of the Philippines
Department of Education
Region V – Bicol

TANGGAPANG PANSANGAY NG CATANDUANES

UNNUMBERED MEMORANDUM
OSDS-ICTU-11-13-2024/JBM

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
SGOD & CID Personnel
SDO Unit Heads
School Heads
District/School ICT Coordinators
Administrative Officer-II Concerned
All Others Concerned

FROM : **CECILE C. FERRO CESO VI**
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

SUBJECT: **RECIPIENTS OF LAPTOP FOR NON-TEACHING PERSONNEL (LANT) TO BE ISSUED TO THE ADMINISTRATIVE OFFICER-II OF THE SCHOOLS**

DATE: **November 13, 2024**

1. The Department of Education (DepEd) continuously develops, supports and strengthens learning support systems to improve access to quality basic education by institutionalizing technology in learning, teaching and services.

2. For SDO Catanduanes, the allocated Laptops for the Non-Teaching Personnel(LANT) to be issued to the Administrative Officer-II of the schools per ICTS-OD-MM-2024-0315 are the following:

YEAR	Allocated Number of Laptops
2023	16
2024	12

3. List of Recipient of laptop for non-teaching personnel (Administrative Officer-II) in schools is found in Enclosure-1 for reference.

4. In relation to this, please pick up the said laptops at the ICTU Office from **November 18-22, 2024** for an orientation on the guidelines on the utilization and maintenance of the items which will be received by the recipient school personnel.

5. Travel and other incidental expenses of the school personnel related to this activity shall be charged to school funds subject to the usual accounting and auditing procedures.

6. Queries and technical assistance may be sought at the ICTU Office or through email may be sent to ictunit.ctd@deped.gov.ph.

7. For information and guidance of all concerned.

DCP LANT / JBM
11/13/2024



San Roque, Virac, Catanduanes
052-8114063
catanduanes@deped.gov.ph
www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph

LIST OF RECIPIENT OF LAPTOP FOR NON-TEACHING PERSONNEL (ADMINISTRATIVE OFFICER-II) IN SCHOOLS

No	NAME	POSITION TITLE	PLACE OF ASSIGNMENT	DISTRICT
1	VILLAMARTIN, SHENE T.	Administrative Officer-II	HINIPAAN & MAVIL ELEMENTARY SCHOOL	BAGAMANOC NORTH
2	AGAPEN, RICHELLE A.	Administrative Officer-II	GUINSAAMAN & PURARAN ELEMENTARY SCHOOL	BARAS NORTH
3	CONDENO, JESSICA T	Administrative Officer-II	LIBJO & MINTAY ELEMENTARY SCHOOL	BATO EAST
4	SUALIBIO, JERALD A.	Administrative Officer-II	BUENAVISTA & CAMBURO ELEMENTARY SCHOOL	CARAMORAN NORTH
5	SARMIENTO, MARICRIS T.	Administrative Officer-II	TUBLI & PANIQUE ELEMENTARY SCHOOL	CARAMORAN NORTH
6	ARCEGA, NAOME	Administrative Officer-II	CARAMORAN CENTRAL & DARIO ELEMENTARY SCHOOL	CARAMORAN NORTH
7	GONZALES, JULIE ANN R.	Administrative Officer-II	MABINI & SAN JOSE ELEMENTARY SCHOOL	CARAMORAN NORTH
8	BENAVIDEZ, JASMIN JAY M.	Administrative Officer-II	TUCAO-MAYSURAM ELEMENTARY SCHOOL	CARAMORAN NORTH
9	VELCHEZ, CHRISTIAN V.	Administrative Officer-II	BOCON & MAUI ELEMENTARY SCHOOL	CARAMORAN SOUTH
10	MENDOZA, LANIE B.	Administrative Officer-II	SAN PEDRO & BIONG ELEMENTARY SCHOOL	GIGMOTO
11	VILLARINO, MARY GRACE P.	Administrative Officer-II	LOURDES ELEMENTARY SCHOOL	PANDAN EAST
12	SONER, ERNEST JOHN	Administrative Officer-II	MARAMBONG & TABUGOC ELEMENTARY SCHOOL	PANDAN EAST
13	VALEZA, EUGENE JIMI	Administrative Officer-II	OGA & COBO ELEMENTARY SCHOOL	PANDAN WEST
14	PADILLA, LEGIE	Administrative Officer-II	TARIWARA & BAGAWANG ELEMENTARY SCHOOL	PANDAN WEST
15	SONEJA, EMELDA	Administrative Officer-II	CAGDARAO & TIBO ELEMENTARY SCHOOL	PANGANIBAN
16	SAMUDIO, APRIL	Administrative Officer-II	MABINI ELEMENTARY SCHOOL	PANGANIBAN
17	GIANAN, JANICE	Administrative Officer-II	ALINAWAN ELEMENTARY SCHOOL	PANGANIBAN
18	ABUNDO, ALEXA MAY B.	Administrative Officer-II	BATONG PALOWAY & COMAGAYCAY ELEMENTARY SCHOOL	SAN ANDRES EAST
19	BERNARDINO, ROSELYN F.	Administrative Officer-II	HILAWAN & BARIHAY ELEMENTARY SCHOOL	SAN ANDRES WEST
20	SARMIENTO, JONNEL	Administrative Officer-II	MANAMBRAG & CABUNGAHAN ELEMENTARY SCHOOL	SAN ANDRES WEST
21	VIVO, KRISTINA L.	Administrative Officer-II	CODON & JMA ASGAD ELEMENTARY SCHOOL	SAN ANDRES WEST
22	BARTOLOME, ROSELLE T.	Administrative Officer-II	JMA & TUCAO ELEMENTARY SCHOOL	SAN MIGUEL NORTH
23	OGENA, REGINE	Administrative Officer-II	BEGONIA & TAMBONGON CENTRAL ELEMENTARY SCHOOL	VIGA EAST
24	SARMIENTO, NANET	Administrative Officer-II	ALMOJUELA & SAN JOSE ELEMENTARY SCHOOL	VIGA WEST
25	TEDERA, LYN ANTONETTE C.	Administrative Officer-II	PAGSANGAHAN INTEGRATED SCHOOL	SAN MIGUEL NORTH
26	TORRENTE, JETHRO	Administrative Officer-II	SUPANG-DATAG NATIONAL HIGH SCHOOL (SHS)	CARAMORAN SOUTH
27	TABIOS, EMILY	Administrative Officer-II	BATO RURAL DEVELOPMENT HIGH SCHOOL (SHS)	BATO EAST
28	ALBERTO, MA. JOY	Administrative Officer-II	CATANDUANES NATIONAL HIGH SCHOOL (SHS)	VIRAC NORTH

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