



May 7, 2018

DIVISION MEMORANDUM

No. 255, s. 2018

**CORREGINDUM TO DIVISION MEMORANDUM No. 235, s, 2018, ENTITLED
 RECONSTITUTION OF DIVISION COMMITTEES
 (Investigating Committee, Grievance Committee, and Committee on Decorum and
 Investigation (CODI) of Cases on Sexual Harassment)**

- TO:** OIC-Assistant Schools Division Superintendents
 Chief Education Supervisors
 Education Program Supervisors/Coordinators
 Public Schools District Supervisors/District In-Charge
 Public Elementary/Secondary School Administrators
 Teaching/Non-Teaching Personnel

The provisions stipulated in Division Memorandum No. 235, s. 2018 entitled Reconstitution of Division Committees (Investigating Committee, Grievance Committee, and Committee on Decorum and Investigation (CODI) of Cases on Sexual Harassment) has the following corrigendum:

1. The title to read as: Reconstitution of Division Committees (**Formal Investigation Committee, Fact-Finding Investigation Committee**, Grievance Committee, and Committee on Decorum and Investigation (CODI) of Cases on Sexual Harassment)
2. The first item on reconstitution of the following division committees, now reads:

**DIVISION FORMAL INVESTIGATION COMMITTEE
 (where the respondent is a teacher as defined in Section 2 of RA No. 4670 otherwise known as the Magna Carta for Public School Teachers and pursuant to Section 9, thereof)**

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|---|--------------------|
| Dr. Fay C. Luarez, OIC-ASDS | - Chairperson |
| Dr. Rachel B. Picardal, CES-SGOD | - Vice-Chairperson |
| Dr. Carmelita A. Alcala, EPS | - Member |
| Dr. Renante A. Juanillo, EPS | - Member |
| Representative of the Local or any existing provincial or National Teachers organization | - Member |
| Supervisor of the Division, the last two to be designated the disciplining authority | - Member |

(where the respondent is a non-teaching personnel)

- | | |
|----------------------------------|--------------------|
| Dr. Fay C. Luarez, OIC-ASDS | - Chairperson |
| Dr. Rachel B. Picardal, CES-SGOD | - Vice-Chairperson |
| Dr. Carmelita A. Alcala, EPS | - Member |

08 MAY 2018



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

(cont'd. – where the respondent is a non-teaching personnel)

Mrs. Lani B. Yurong, AO-IV - Member
Mrs. Marichyle P. Lajato, GC - Member

DIVISION FACT-FINDING INVESTIGATION COMMITTEE

Mrs. Alma Cora M. Catacutan, EPS - Chairperson
Dr. Antonio Baguio, Jr., EPS - Vice Chairperson
Atty. Sheena A. Alesna - Member
Mrs. Marjorie D. Porcina - Member

DIVISION GRIEVANCE COMMITTEE

Dr. Nilita L. Ragay, OIC-ASDS - Chairperson
Dr. Rachel B. Picardal, CES-SGOD - Vice Chairperson
Dr. Juliet J. Tuala, PSDS - Member
District Supervisor/Head of Unit - Member
President of the District Teacher's Association
or her/his representative - Member

COMMITTEE ON DECORUM AND INVESTIGATION (CODI) OF CASES ON SEXUAL HARASSMENT

Dr. Nilita L. Ragay, OIC-ASDS - Chairperson
Dr. Rachel B. Picardal, CES-SGOD - Vice Chairperson
Dr. Renante A. Juanillo, EPS - Member
Mrs. Lani B. Yurong, AO-IV - Member
Mrs. Marichyle P. Lajato, GC - Member

2. For information and guidance.

WILFREDA D. BONGALOS, Ph. D. CESO V

Schools Division Superintendent
Division of Negros Oriental

5/8/18

SAA

08 MAY 2018