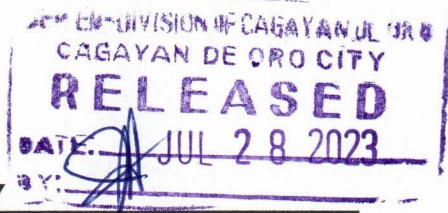




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

July 27, 2023

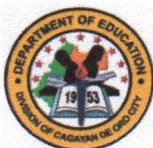
OFFICE MEMORANDUM

No. 99 s. 2023

To: NICHOL V. SALIDO, RN
ARNEL A. CALUBAG, CPA
REY LUBGUBAN
BEATRIZ ALILIN

**PARTICIPATION IN THE 2023 CLUSTERED ASSEMBLIES ON
RESPONSIBLE PUBLIC SECTOR UNIONISM OF THE DEPARTMENT OF
EDUCATION- NATIONAL EMPLOYEES' UNION**

1. As regards to the issued advisory of the National President, DepEd NEU, Atty. Domingo B. Alidon dated July 19, 2023, in pursuance to Memorandum No. 004, s. 2023 signed by Undersecretary Gloria Jumamil, you are hereby directed to attend the said meeting.
2. This meeting emphasize the following agenda on the provision of in-depth overview of Responsible Public Sector Unionism; strengthen the Management-Union relationship toward the realization of MATATAG agenda of the department, embedding a Culture of Peace in the curriculum; detailed planning of DepEd NEU Programs and Activities for 2023; raise awareness among the rank-and-file non-teaching employees about their role in supporting initiatives and better facilitate processes to ensure effective and efficient implementation of the MATATAG agenda; resolve issues and concerns affecting the operation of the Union and other matters.
3. Attendance to these clustered assemblies shall be on official business.
4. A registration fee of Five Thousand Nine Hundred Fifty Pesos (P5,950.00) shall be charged to each participant through local funds, subject to the usual accounting and auditing rules and regulations.
5. The 3-day conference will be conducted on August 16-18, 2023 in Chali Beach Resort & Conference Center, Zone 3-Gusa, Cagayan de Oro City, Misamis Oriental.



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

6. Attached herewith are pertinent letters and communications for reference.
7. For compliance.


ROY ANGELO E. GAZO
Schools Division Superintendent

nic/NEU/NEO/NBOT
07/27/23



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) – 8550048



Republic of the Philippines
Department of Education

JUL 18 2023

MEMORANDUM

No. **004**, s. 2023

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
DepEd-NEU Officers and Members
All Others Concerned

**2023 CLUSTERED ASSEMBLIES ON RESPONSIBLE PUBLIC SECTOR UNIONISM
OF THE DEPARTMENT OF EDUCATION-NATIONAL
EMPLOYEES' UNION**

1. Pursuant to Article IV, Sections 1-3 of the 2021 Collective Negotiation Agreement between the Department of Education Management and the Department of Education-National Employees' Union (DepEd-NEU), and to ensure support of union members to the Department's *MATATAG* agenda, DepEd-NEU will conduct a series of **Clustered Assemblies on Public Sector Unionism** with the theme, DepEd NEU: *Matatag na Katuwang ng Kagawaran ng Edukasyon*, on the following dates and respective venues:

Cluster	Date	Venue
Mindanao Regions IX, X, XI, XII, XIII, and BARMM	August 16-18, 2023	To be announced (within Mindanao)
Visayas Regions VI, VII, and VIII	September 20-22, 2023	Cebu City
Luzon Batch 1 Regions I, II, III, CAR, and NCR	October 11-13, 2023	Baguio Teachers Camp
Luzon Batch 2 Central Office, Regions IV-A (CALABARZON), IV-B (MIMAROPA), and V	October 25-27, 2023	Great Eastern Hotel, Quezon City

2. The Clustered Assemblies aim to
- provide participants with an in-depth overview of Responsible Public Sector Unionism,
 - strengthen the Management-Union relationship toward the realization of the *MATATAG* agenda of the Department and embedding a Culture of Peace in the curriculum,

- c. raise awareness among the rank-and-file nonteaching employees about their role in supporting initiatives and better facilitate processes to ensure effective and efficient implementation of the *MATATAG* agenda, and
 - d. determine or identify Management-Union issues and concerns and find ways to resolve the same.
3. Participants in this activity are the following:
 - a. Nonteaching rank-and-file employees of DepEd in the Central, regional, division, and school levels occupying positions listed in the enclosure;
 - b. Members of the DepEd-NEU National Board of Trustees (NBOT),
 - c. DepEd-NEU National Executive Officers (NEO);
 - d. DepEd-NEU Chapter Executive Officers at the regional, division, and school levels; and
 - e. Chairpersons and members of the DepEd-NEU Secretariat and Steering Committees.
4. Attendance to these clustered assemblies shall be **on official business**.
5. A registration fee of Five Thousand Nine Hundred Fifty Pesos (P5,950.00) shall be charged to each participant to cover expenses for supplies and materials, board and lodging, honoraria, travel, and incidental expenses of resource persons and facilitators.
6. Participants' registration fees and travel expenses shall be charged to their respective local funds, subject to the usual accounting and auditing rules and regulations.
7. Members of the NBOT, NEO, and the different working committees are considered participants and are required to pay the registration fee. They are authorized to travel two days prior to the start of the activity for the necessary preparations.
8. Arrival and registration of participants shall be in the morning of Day 1 of each clustered assembly. The first meal to be served shall be lunch on Day 1, while the last meal to be served shall be lunch on the last day of the assembly.
9. Confirmation of attendance shall be made through the corresponding links provided below.

Cluster	Link
Mindanao	https://forms.gle/GpbZHkFiX4goiSvx6
Visayas	https://forms.gle/Fs6XNkaeaWMYJZxw5
Luzon-Batch 1	https://forms.gle/zAF3WCmXkRsZroBdA
Luzon-Batch 2	https://forms.gle/3qYMbxCdSfhmi8ur7


Registration shall commence immediately upon issuance of this Memorandum and close one day before the start of the respective clustered assembly.

10. Payment of registration fee through cash, check, or LDDAP-ADA may be deposited to the DepEd-NEU National Account at the Land Bank of the Philippines under Account Name: DEPED NATIONAL EMPLOYEES UNION with Account No.: 3341-085-94.

11. For more information, please contact Mr. Efren Ll. Alcera, DepEd-NEU Secretary-General through email at depedneusecretarygeneral@gmail.com or at mobile phone number 0926-692-6741.

12. Immediate dissemination of this Memorandum is desired.

By Authority of the Secretary:


GLORIA JUMAMIL-MERCADO
Undersecretary

Encl.:

As stated

JDMC/APA/MPC, MLA 2023 Clustered Assemblies DepEd-NEU
0440 – July 17, 2023



**LIST OF POSITIONS OF EMPLOYEES WHO ARE
AUTHORIZED TO ATTEND THE 2023 CLUSTERED
ASSEMBLIES OF THE DEPED NEU**

Page 1 of 6 pages



- 1 . Accountant I
- 2 . Accountant II
- 3 . Accountant III
- 4 . Accountant IV
- 5 . Accounting Analyst
- 6 . Accounting Clerk II
- 7 . Administrative Aide I
- 8 . Administrative Aide II
- 9 . Administrative Aide III
- 10 . Administrative Aide IV
- 11 . Administrative Aide V
- 12 . Administrative Aide VI
- 13 . Administrative Assistant I
- 14 . Administrative Assistant II
- 15 . Administrative Assistant III
- 16 . Administrative Assistant IV
- 17 . Administrative Assistant V
- 18 . Administrative Assistant VI
- 19 . Administrative Officer I
- 20 . Administrative Officer II
- 21 . Administrative Officer III
- 22 . Administrative Officer IV
- 23 . Administrative Officer V
- 24 . Agriculturist I
- 25 . Agriculturist II
- 26 . Aquacultural Technician I
- 27 . Aquaculturist I
- 28 . Architect II
- 29 . Architect III
- 30 . Artist-Illustrator II
- 31 . Assistant Schools Division Superintendent
- 32 . Assistant Teachers Camp Superintendent
- 33 . Attorney I
- 34 . Attorney II
- 35 . Attorney III
- 36 . Attorney IV
- 37 . Attorney V
- 38 . Board Secretary II
- 39 . Bookkeeper
- 40 . Cash Clerk I
- 41 . Cashier I

- 42 . Cashier II
- 43 . Chief Accountant
- 44 . Chief Administrative Officer
- 45 . Chief Education Program Specialist
- 46 . Chief Education Supervisor
- 47 . Chief Health Program Officer
- 48 . Cinematographer I
- 49 . Clerk I
- 50 . Clerk II
- 51 . Clerk III
- 52 . Computer File Librarian I
- 53 . Computer File Librarian II
- 54 . Computer Maintenance Technologist I
- 55 . Computer Maintenance Technologist III
- 56 . Computer Programmer II
- 57 . Computer Programmer III
- 58 . Construction and Maintenance Man
- 59 . Cook I
- 60 . Copy Reader
- 61 . Coxswain
- 62 . Crafts Education Demonstrator I
- 63 . Crafts Education Demonstrator II
- 64 . Creative Arts Specialist I
- 65 . Creative Arts Specialist II
- 66 . Dental Aide
- 67 . Dentist I
- 68 . Dentist II
- 69 . Dentist III
- 70 . Department Assistant Secretary
- 71 . Department Legislative Liaison Specialist
- 72 . Department Secretary
- 73 . Department Undersecretary
- 74 . Director II
- 75 . Director III
- 76 . Director IV
- 77 . Disbursing Officer I
- 78 . Disbursing Officer II
- 79 . Dormitory Manager I
- 80 . Dormitory Manager II
- 81 . Dormitory Manager IV
- 82 . Draftsman I
- 83 . Draftsman II
- 84 . Driver I

- 85 . Education Program Specialist I
- 86 . Education Program Specialist II
- 87 . Education Program Supervisor
- 88 . Education Research Assistant II
- 89 . Engineer I
- 90 . Engineer II
- 91 . Engineer III
- 92 . Engineer IV
- 93 . Engineer V
- 94 . Executive Assistant I
- 95 . Executive Assistant II
- 96 . Executive Assistant III
- 97 . Executive Assistant IV
- 98 . Executive Assistant V
- 99 . Executive Director II
- 100 . Farm Worker I
- 101 . Fisherman
- 102 . Guesthouse Caretaker
- 103 . Guidance Coordinator I
- 104 . Guidance Coordinator II
- 105 . Guidance Coordinator III
- 106 . Guidance Councilor I
- 107 . Guidance Councilor II
- 108 . Guidance Councilor III
- 109 . Guidance Services Specialist I
- 110 . Guidance Services Specialist II
- 111 . Handicraft Worker I
- 112 . Handicraft Worker II
- 113 . Head Executive Assistant
- 114 . Health Education and Promotion Officer I
- 115 . Health Education and Promotion Officer II
- 116 . Health Education and Promotion Officer III
- 117 . Heavy Equipment Operator I
- 118 . Houseparent I
- 119 . Human Resource Management I
- 120 . Human Resource Management II
- 121 . Information Systems Analyst II
- 122 . Information Systems Analyst III
- 123 . Information Systems Researcher III
- 124 . Information Technology Officer I
- 125 . Information Technology Officer II
- 126 . Information Technology Officer III
- 127 . Internal Auditing Assistant

128 . Internal Auditor I
129 . Internal Auditor II
130 . Internal Auditor III
131 . Internal Auditor IV
132 . Internal Auditor V
133 . Laboratory Technician I
134 . Legal Aide
135 . Legal Assistant I
136 . Legal Assistant II
137 . Librarian I
138 . Librarian II
139 . Librarian III
140 . Light Equipment Operator
141 . Marine Engineman I
142 . Master Fisherman I
143 . Mechanic I
144 . Mechanic II
145 . Mechanical Plant Operator I
146 . Medical Officer II
147 . Medical Officer III
148 . Medical Officer IV
149 . Metal Worker I
150 . Nurse I
151 . Nurse II
152 . Nurse Maid I
153 . Nursing Attendant I
154 . Nutritionist-Dietitian I
155 . Nutritionist-Dietitian II
156 . Nutritionist-Dietitian III
157 . Photoengraver II
158 . Planning Officer I
159 . Planning Officer II
160 . Planning Officer III
161 . Planning Officer IV
162 . Planning Officer V
163 . Printing Foreman
164 . Project Development Assistant
165 . Project Development Officer I
166 . Project Development Officer II
167 . Project Development Officer III
168 . Project Development Officer IV
169 . Project Development Officer V

- 170 . Project Evaluation Officer IV
- 171 . Proofreader I
- 172 . Proofreader II
- 173 . Psychologist I
- 174 . Public Schools District Supervisor
- 175 . Publication Production Supervisor
- 176 . Records Officer II
- 177 . Registrar II
- 178 . Reproduction Machine Operator I
- 179 . School Farm Demonstrator
- 180 . School Farming Coordinator I
- 181 . School Farming Coordinator II
- 182 . School Farming Coordinator III
- 183 . Schools Division Superintendent
- 184 . School Librarian I
- 185 . School Librarian II
- 186 . School Librarian III
- 187 . Science Research Assistant
- 188 . Science Research Specialist II
- 189 . Science Research Technician I
- 190 . Science Research Technician II
- 191 . Science Research Technician III
- 192 . Science Research Technician IV
- 193 . Scriptwriter I
- 194 . Security Guard I
- 195 . Security Guard II
- 196 . Security Guard III
- 197 . Security Officer I
- 198 . Senior Administrative Assistant I
- 199 . Senior Administrative Assistant II
- 200 . Senior Administrative Assistant III
- 201 . Senior Administrative Assistant V
- 202 . Senior Bookkeeper
- 203 . Senior Education Program Specialist
- 204 . Senior Health Program Office
- 205 . Senior Science Research Specialist
- 206 . Social Welfare Officer I
- 207 . Special Investigator II
- 208 . Special Investigator III
- 209 . Statistician Aide
- 210 . Statistician I
- 211 . Statistician II
- 212 . Statistician III

- 213 . Supervising Administrative Officer
- 214 . Supervising Education Program Specialist
- 215 . Supervising Health Program Officer
- 216 . Supply Officer I
- 217 . Supply Officer II
- 218 . Teacher Credentials Evaluator I
- 219 . Teacher Credentials Evaluator II
- 220 . Teacher Credentials Evaluator III
- 221 . Teachers' Camp Superintendent
- 222 . Teaching-Aids Specialist
- 223 . Technical Education and Skills Development Analyst
- 224 . Typesetter II
- 225 . Utility Foreman
- 226 . Utility Worker
- 227 . Vocational Instruction Supervisor I
- 228 . Vocational Instruction Supervisor II
- 229 . Vocational Instruction Supervisor III
- 230 . Vocational Placement Coordinator
- 231 . Vocational School Superintendent
- 232 . Warehouseman III
- 233 . Watchman I
- 234 . Watchman II