



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

September 28, 2022

DIVISION MEMORANDUM

No. 556, s. 2022

To : **Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors/ District in-charge
Section Heads of Division Office Personnel
All Elementary and Secondary School Heads
All Teaching & Non-Teaching Personnel
All Others Concerned**
This Division

Subject : **RECONSTITUTION OF THE DIVISION
GRIEVANCE COMMITTEE**

1. Pursuant to DepEd Order No. 35, s. 2004, the Division Grievance Committee is hereby reconstituted and composed of the following

Chairperson: Erlinda G. Dael, PhD, CESE Assistant Schools Div. Superintendent
Members : Maria Teresa M. Absin, PhD Chief, SGOD (Regular Member)
Cydel P. Valmores, PhD OIC Chief, CID (Regular Member)
Rhodora L. Gallares, PhD EPS-SGOD/ OIC-AO V (Regular Member)

Secretariat : Atty. Christopher F. Pasco, CPA-Legal Officer
Renier Ong, LPT Legal Section Personnel

Provisional Members:

Concerning Elementary Teachers:

- Reynaldo Magan, Principal – PESPA President
- District Supervisor/ District -in-charge where the grievance originated

Concerning Secondary Teachers

- Abdon Bacayana, PhD, Principal IV- DAPSSHI President
- School Principal where the grievance originated

Concerning Non-Teaching Personnel

- Mark Lorren T. Tejano, MBA Non-teaching Employees President
- Melanie C. Estenzo Admin Officer IV, HRMO





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2. Regular members shall sit with the Committee in all the proceedings and the provisional members shall sit -in when the grievance is under their jurisdiction as stated above.

3. Each district and school shall also establish a Grievance Committee with the following composition:

District Grievance Committee

1. District Supervisor or her designated representative
2. Principal of the school where the grievance originated
3. President of the District Teachers' Association or his/her designated Representative

School Grievance Committee:

1. Principal/ School Head/ Teacher-in-charge
2. President of the Faculty Club
3. A teacher who is acceptable to both the aggrieved party and the object of the grievance to be appointed by the Principal

4. The Division Grievance Committee shall entertain grievances that were not resolved at the school and district levels.

5. The different grievance Committees shall follow the procedures as stated in DepEd order No. 35, s. 2004, "The Revision of the Grievance Machinery of the Department of Education".

6. This memorandum shall take effect immediately and remain in force until rescinded by the undersigned or proper authority.

7. Compliance to this Memorandum is highly enjoined.


JONATHAN S. DELA PEÑA, PhD, CESO V
Schools Division Superintendent 

JSDP -SGOD/CID/AO -rlg

