



June 08, 2017

DIVISION MEMORANDUM

No. 298, s. 2017

**CONSTITUTION OF DIVISION MEDIATION UNIT  
AND ROSTER OF MEDIATORS**

TO: Assistant Schools Division Superintendent  
Chiefs, Education Supervisors  
Education Program Supervisors/Coordinators  
Public Schools District Supervisors/District-in-Charge  
Public Elem./Secondary School Administrators  
Teaching/Non-Teaching Personnel

1. Pursuant to DepEd Order No. 15, s. 2012 in compliance with Executive Order No. 523 dated April 7, 2006 which instituted the use of Alternative Dispute Resolution (ADR) in all government agencies in line with Republic Act No. 9285 otherwise known as the "Alternative Dispute Resolution (ADR) Act of 2004," the Department of Education (DepEd), Division of Negros Oriental (Division) shall promote the use of alternative dispute resolution (ADR) for a speedy resolution of disputes in the Division. To this end, the Division recognizes the importance of resolving disputes through the use of alternative dispute resolution processes, particularly mediation-conciliation.
2. To implement this program, a Mediation Unit is hereby established in compliance with Section 6, DepEd Order No. 15, s. 2012, to be constituted by the following:

**MEDIATION UNIT**

Mr. Salustiano T. Jimenez, CESO VI	- Chairperson
Mrs. Lelanie T. Cabrera, ASDS	- Member
Mrs. Lida P. Sarmiento, AO-V	- Member
Atty. Tara Angelique T. Real, Attorney III	- Member

**ROSTER OF MEDIATORS**

Dr. Rachel B. Picardal, CES  
Mr. Ryan R. Villavicencio, AO-II  
Mrs. Alma Cora M. Catacutan, EPS  
Dr. Carmelita A. Alcala, EPS

JUN 2017



Republic of the Philippines  
**Department of Education**  
Negros Island Region

**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
Capitol Area, Dumaguete City

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- Pursuant to Section 13 of DepEd Order No. 15, s. 2012, and in accordance with Section 5 of Executive Order No. 523, the funding for ADR management shall be included in the yearly appropriations of the Division. This fund shall include, but not limited to, expenses for travel, training, continuing education of the mediators and other incidental expenses and the incentive structure to be set by DepEd to compensate the mediators and members of the Mediation Unit for services rendered. The honoraria for mediators and members of the Mediation Unit as incentive shall be in accordance with existing rules and regulations of the COA and DBM.

For your information and guidance. This also serves as the DESIGNATION ORDER to all concerned.

**SALUSTIANO T. JIMENEZ**

CESO VI

OIC – Office of the ARD 

Concurrent Schools Division Superintendent

Department of Education

Division of Negros Oriental

6/9/17