



22 Apr 2022

**DIVISION MEMORANDUM**

No. 123, s. 2022

**RECONSTITUTION OF THE DIVISION PLANNING TEAM**

To : OIC - Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All Schoolheads

1. In order to ensure participatory governance for a more responsive and enhanced delivery of education services, the reconstituted **Division Planning Team** shall be organized as follows:

Designation	Name and Position	Functions and Responsibilities
Chairperson	<b>EDNA FAURA-AGUSTIN</b> Schools Division Superintendent	Lead in the development and implementation of policies, research agenda and Division Education Development Plan (DEDP)/strategic plan of the SDO
Co-Chairperson	<b>EDENIA O. LIBRANDA</b> OIC-Assistant Schools Division Superintendent	Evaluate and recommend for approval to the Schools Division Superintendent the division strategic and operational plans  Provide technical assistance in the preparation of the division's strategic and operational plans  Assess reports and data gathered in the implementation of the planning system  Review and recommend for approval to the Schools Division Superintendent submitted suggestions and recommendation policy formulation on matters



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		relevant to educational planning  Conduct periodic monitoring of implementation of programs, projects, and activities in the division
Team Leaders	<p><b>BAYANI V. ENRIQUEZ</b> Chief Education Supervisor SGOD</p> <p><b>MARY ANN L. TATLONGMARIA</b> Chief Education Supervisor CID</p>	<p>Provide technical assistance in the preparation of the division's strategic and operational plans</p> <p>Assess reports and data gathered in the implementation of the planning system</p> <p>Oversee the preparation and review of draft of the division's strategic and operational plans</p> <p>Develop approach and method for monitoring and evaluating the implementation of Programs Activities and Projects</p> <p>Lead in the preparation, enhancement, finalization, and submission of the Annual Accomplishment Report</p> <p>Conduct periodic monitoring of implementation of programs, projects in the division</p> <p>Lead in the implementation of PPAs in their functional division</p>
Members	<p><b><u>School Governance and Operations Division</u></b></p> <p><b>GERTRUDE A. ANUNCIACION</b> Education Program Supervisor- SGOD</p> <p><b>ISIDRA L. GALMAN</b> <b>MARY JOY L. CABILES</b> <b>LEONORA M. OGANIA</b> <b>EDWARD R. MANUEL</b> Senior Education Program Specialists</p> <p><b>PRECIOUS JOY A. CORONADO</b> Engineer III</p>	<p>Provide technical inputs and support in the preparation of the division's strategic and operational plans</p> <p>Provide data on area of expertise that are relevant in the planning activities of the division</p> <p>Submit necessary documents or planning inputs (e.g. expenditure matrix, WFP, etc.) required in keeping planning</p>



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	<p><b>CHARLES M. PATIO</b> Planning Officer III</p> <p><b>FERDINAND R. ARBO</b> <b>EVA JOYCE VALENZUELA-CABANTOG</b> EPS II</p> <p><b>MAUREEN JANE Q. ALANGCO</b> PDO I-Youth Formation</p> <p><b>ERNANE S. ESCUVANIA</b> PDO II</p> <p><b>PAMELLA I M. TAMAYO</b> <b>ROCHELLE O. MELGAR</b> Dentist II</p> <p><b>RUDOLPH ANTHONY O. ERISPE</b> <b>CARMENCITA K. JUNTILLA</b> <b>JOHN SEBASTIAN N. JACALAN</b> <b>GERARDSON T. RAMOS</b> <b>HENRIETTA N. NACARIO</b> Nurse II</p> <p><b><u>Curriculum Implementation Division</u></b></p> <p><b>RONALDO P. BAGO</b> <b>RAQUEL L. AZUR</b> <b>VIOLETA M. UMEL</b> <b>RODRIGO M. RODRIGUEZ JR.</b> <b>EVELYN P. DE CASTRO</b> <b>JOEL J. VALENZUELA</b> <b>LANI A. ALONTE</b> <b>RHEA DM. BILBES</b> <b>ANGELA O. MORANDO</b> <b>EVELYN P. DE CASTRO</b> Education Program Supervisors</p> <p><b>GINALYN M. GARCIA</b> <b>REYNANTE M. SOFERA</b> <b>CLARITA C. REY</b> <b>ROWENA K. RAMOS</b> <b>ERWIN P. LEGASTO</b> <b>EDRALIN M. MICUA</b> <b>SONNY L. ATANACIO</b> <b>LEONORA C. CRUZ</b> <b>ROMULO D. CASIPIT</b> <b>BALDRIN B. BELEN</b> <b>DELFINA R. ANTIPOLO</b> Public Schools District Supervisor</p> <p><b>MARILYN E. MACABABBAD</b> PDO II</p> <p><b>DONNA JANE M. ALFONSO</b> <b>MARCHY JOY T. SANCHEZ</b> EPS II</p>	<p>systems and processes running</p> <p>Conduct periodic monitoring of implementation of programs, projects in the division</p> <p>Contribute to the preparation, enhancement, finalization, and submission of the Annual Accomplishment Report</p>
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	<p><b><u>Office of Schools Division Superintendent</u></b></p> <p><b>ARIEL M. CABANTOG</b> Administrative Officer V</p> <p><b>DARWIN S. MALAPAYA</b> Administrative Officer V</p> <p><b>MA. OLIVIA E. MIRANDA</b> Accountant III</p> <p>Legal Officer III</p> <p><b>TITO G. PASCUAL</b> Administrative Officer IV- Personnel</p>	
Secretariat	<p><b>LESTER R. RAMOS</b> Information Technology Officer</p>	Provide administrative support and technical inputs

2. Immediate and widest dissemination of this Memorandum is desired.

  
**EDNA FAURA AGUSTIN**  
 Schools Division Superintendent

Encl: None

Reference: Division Memorandum No. 36, s. 2022

SGOD/PROPER / GAA / ERM / DM- Reconstitution of the Division Planning Team  
 / 04/22/2022



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