



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION  
Schools Division Office of Biñan City  
RECOMPOSITION SECTION

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**DIVISION MEMORANDUM**

No. 218, s. 2022

**RECOMPOSITION 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	<p>Evaluate and recommend for approval to the Schools Division Superintendent the division strategic and operational plans</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>Review and recommend for approval to the Schools Division Superintendent submitted suggestions and recommendation policy formulation on matters</p>



Address: P. Burgos St., Brgy. Sto. Domingo, Biñan City, Laguna  
Telephone Nos.: 511-4143/511-8620/511-4191/511-8746  
Email Address: deped.binacity@deped.gov.ph  
Website: depedbinan.com

		<p>relevant to educational planning</p> <p>Conduct periodic monitoring of implementation of programs, projects, and activities in the division</p>
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. CABLES</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>ERNANE S. ESCUVANIA</b> PDO II, DRRM</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. ANTIPOLLO</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> <p><b>MAUREEN JANE Q. ALANGCO</b> Project Development Officer I</p> <p><b>ARLETTA P. ALORA</b> Education Program Specialist II</p> <p><b>EDEN GRACE B. BIDAR</b> Administrative Assistant I</p> <p><b>JESSICA JOY P. ALPE</b> Administrative Aide VI</p> <p><b>RISSA MAY P. VIOLAS</b> Administrative Clerk</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 / ERM /  
/ 06/27/2022

/ DM- Recomposition of the Division Planning Team



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