



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

DEPARTMENT OF EDUCATION  
 Schools Division of Biñan City  
 REGION IV-A SEC 1

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**DIVISION MEMORANDUM**  
 SGO-2022- 036

**RECONSTITUTION OF THE DIVISION PLANNING TEAM**

To : Assistant Schools Division Superintendent  
 Chief, School Governance and Operations Division  
 Chief, Curriculum Implementation Division  
 All School Heads  
 All Others Concerned

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- Asst. 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



**Address:** P. Burgos St., Brgy. Sto. Domingo, Biñan City, Laguna

**Telephone Nos.:** 511-4143/511-8620/511-4191/511-8746

**Email Address:** [deped.binancity@deped.gov.ph](mailto:deped.binancity@deped.gov.ph)

**Website:** [depedbinan.com](http://depedbinan.com)

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		<p>recommendation policy formulation on matters relevant to educational planning</p> <p>Conduct periodic monitoring of implementation of programs, projects and activities in the division</p>
Team Leader	<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 PAP's in their functional division</p>
Members	<p><b>School Governance and Operations Division</b></p> <p><b>GERTRUDE A. ANUNCIACION</b> Education Program Supervisor-SGOD</p>	<p>Provide technical inputs and support in the preparation of the division's strategic and operational plans</p>



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	<p><b>ISIDRA L. GALMAN</b> SEPS-SMME</p> <p><b>MARY JOY L. CABILES</b> SEPS-HRD</p> <p><b>LEONORA M. OGANIA</b> SEPS-SMN</p> <p><b>EDWARD R. MANUEL</b> SEPS- Planning and Research</p> <p><b>PRECIOUS JOY A. CORONADO</b> Engineer III Medical Officer III</p> <p><b>CHARLES M. PATIO</b> Planning Officer III</p> <p><b>EVA JOYCE VALENZUELA-CABANTOG</b> EPS II-SMN/OIC-Youth Formation</p> <p><b>ERNANE S. ESCUVANIA</b> PDO II</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 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>
<b>Curriculum Implementation Division</b>		
	<p><b>RONALDO P. BAGO</b> Education Program Supervisor-Science</p> <p><b>EVELYN P. DE CASTRO</b> Education Program Supervisor-LRM</p> <p><b>JOEL J. VALENZUELA</b> Education Program Supervisor-Araling Panlipunan</p> <p><b>LANI A. ALONTE</b> Education Program Supervisor-TLE/In Charge of ALS</p> <p><b>RHEA DM. BILBES</b></p>	



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	<p>Education Program Supervisor-Kindergarten/In Charge of SPED</p> <p><b>GINALYN M. GARCIA</b> Public Schools District Supervisor</p> <p><b>Office of Schools Division Superintendent</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 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 support inputs administrative and technical

Immediate dissemination of this Memorandum is desired.

  
**EDNA FAURE-AGUSTIN**  
 Schools Division Superintendent

Encl: None

Reference: DM No. 52 s 2021

SGOD/PROPER / DM- RECONSTITUTION OF THE DIVISION PLANNING TEAM  
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