



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY

Division Memorandum No. 045 s. 2020

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Division Field Staff
All Others Concerned

RELEASE
SDO-DAGUPAN
BY: 8
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DATE: 2/24/2020
TIME: 8:34
RYNANTE B. INFANTE
OFFICER I

From: **MARIA CELIA JUNIO PERNANDEZ, EdD, MDM-SEC**
Schools Division Superintendent

Date: **February 21, 2020**

Subject: **Year-End Evaluation and Annual Planning of Human Resource and Development Program, Activities and Projects cum Management Committee Meeting**

1. Pursuant to its goal of providing every Filipino with access to quality basic education, the Schools Division Office will be conducting the Year-End Evaluation and Annual Planning of Human Resource and Development Program, Activities and Projects cum Management Committee Meeting on February 26-27, 2020 at the Monarch Hotel, Calasiao, Pangasinan.
2. This activity aims to work on the reporting of the L&D PAPs conducted in FY 2019 and create an action plan on how to address gaps and which will be given focus for SY 2020-2021 to guarantee the alignment of the PAPs to DepEd thrusts.
3. This activity will also address the priorities and guidelines stated in DO No. 42, s. 2017 (Philippine Professional Standards for Teachers) and DO No. 1, s. 2020 (Implementing Guidelines for NEAP Recognition of PD Programs and Courses for Teachers and School Leaders)



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4. The following participants are advised to be at the venue by 7:30 am for the registration. Opening program will be at 8:00 am. First meal is AM snacks and last meal is PM snacks. Every one is also enjoined to bring laptop and extension cord.

February 26, 2020: SDO Officials: Participants

Position	Name of Participant
Schools Division Superintendent	1. Maria Celia Junio-Fernandez
Assistant Schools Division Superintendent	2. Lourdes D. Servito
Chief Education Supervisor-CID	3. Venus Maria SM. Estonilo
Chief Education Supervisor-SGOD	4. Maria Linda R. Ventenilla
Public School District Supervisors	5. Jaime Siapno 6. Debbie Gan 7. Rowena Lapaan 8. Alicia Quimboy 9. Jane Cajayon 10. Ophelia Vergonia 11. Leonarda Manansala 12. Ronie Bonao 13. Isabelita Daroya 14. Perpetua Barongan
Education Program Supervisor	15. Renata Rovillos
Medical Officer	16. Dr. Theresa Parayno
Senior Education Program Specialists	17. Maria Victoria Antonio 18. Mitchellene Vigilia-Rivo 19. Isagani Rosario
Administrative Officer V	20. Myrel Angelica N. Lopez
Information and Technology Officer	21. Reynante Infante
Legal Officer	22. Atty. Jose Oviedo
Planning Officer	23. Joane Jimenez
Program Development Officers	24. Dino Lemuel Visperas 25. Gelliane Jessa Casaclang



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February 26, 2020: Field Staff Participants

Cluster # and School Cluster 1	Name of Participant
Calmay Elementary School	26. Jeryllee Tolentino
T. Ayson-Rosario Elem. School	
Carael Elementary School	27. Agnes Calicdan
Salapingao National High School	28. Cristina Aquino
Carael National High School	29. Markconi Taroma
Lomboy Elementary School	30. Reynaldo Cabusi
Pugaro Integrated School	31. Jose P. Cardozo
Salapingao Elementary School	32. Milagros Embuido
Suit Elementary School	33. Elmer Amansec
Cluster 2	
Sabangan Elementary School	34. Agape Nabua
North Central Elementary School	35. Valentina Hortaleza
Gen. Gregorio Del Pilar Elementary School	36. David Resultay
Federico N. Ceralde Elementary School	37. John Silvester Alipio
Bonuan Buquig National High School	38. Bernadette Castro
	39. Bernardita Azurin
Bonuan Boquig Elementary School	40. Renato Benitez
Leon Francisco Elementary School	41. Ronel Salazar
Bliss Elementary School	42. Shezydee Agas
Cluster 3	
Salisay Elementary School	43. Corazon Cerezo
Mamalingling Elementary School	44. Mary Ann Carrera
Judge Jose De Venecia Sr. technical Vocational Secondary School	45. Willy Guieb
	46. Kristine De Guzman
Pantal Elementary School	47. Jimmy Cancino
Tambac Elementary School	48. Rochelle Aquino
Bolosan Elementary School	49. Liduvina Antonio
Victoria Q. Zarate Elementary School	50. Rodante Llamas
Cluster 4	
Bacayao Sur Elementary School	51. Dante Ubando
Caranglaan Elementary School	52. Verena Bautista



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East Central Integrated School	53. Maricris Ferrer
	54. Reymond Villare
Pascuala G. Villamil Elem. School	55. Oliver Ferrer
Pogo-Lasip Elementary School	56. Marisel Gatchalian
Lasip Grande Elementary School	
Juan L. Siapno Elementary School	57. Imelda Infante
Mangin-Tebeng Elementary School	58. Edwina Carrera
Tebeng Elemenetary School	59. Jennifer Festejo
Cluster 5	
Dagupan City National School-JHS	60. Medarlo de Leon
Dagupan City National School-SHS	61. Renato Santillan
West Central Elementary School I	62. Maria Rita Teresa V. Rinoza
Lucao Elementary School	63. Gary Desoloc
Malued Elementary School	64. Editha Luna
West Central Elementary School II	65. Reynardo Barrozo
Juan P. Guadiz Elementary School	66. Jose Taparo

February 27, 2020: SDO Officials and other Participants

Position	Name of Participant
Schools Division Superintendent	1. Maria Celia Junio-Fernandez
Assistant Schools Division Superintendent	2. Lourdes D. Servito
Chief Education Supervisor-CID	3. Venus Maria SM. Estonilo
Chief Education Supervisor-SGOD	4. Maria Linda R. Ventenilla
Education Program Supervisors	5. Agnes Royulada
	6. Alfred Gonzales
	7. Cherry Cayabyab
	8. Gemma Erfelo
	9. Liberty Roxas
	10. Liezl Cancino
	11. Maria Socorro Dimalanta
	12. Renata Rovillos
	13. Rosalind Lomibao
	14. Sheryl Villacorta
	15. Marissa O. Perez
Medical Officer	16. Dr. Theresa Parayno



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Legal Officer	17. Atty. Jose Oviedo
Engineer	18. Engr. Tatum Grace Manzano
Senior Education Program Specialists	19. Maria Victoria Antonio 20. Mitchellene Vigilia-Rivo 21. Isagani Rosario 22. Vladimir Parayno
Accountant III	23. Harking C. Reyes
Administrative Officer V	24. Myrel Angelica N. Lopez
Administrative Officer IV	25. Pilita Bautista 26. Claire Tamayo 27. Benigno Salazar
Education Program Specialists II	28. Diana Irish Solis
Information and Technology Officer	29. Reynante Infante
Planning Officer	30. Joane Jimenez
Program Development Officers	31. Gelliane Jessa Casaclang 32. Lemuel Dino Visperas
Cluster Heads	33. Markconi Taroma 34. Renato Benitez 35. Willy Guieb 36. Marisel Gatchalian 37. Medarlo De Leon

5. Immediate and widest dissemination of the contents of this memorandum is much desired.



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PRESENTERS FOR THE ISO FLOW CHART
February 26, 2020 at The Monarch Hotel, Calasiao Pangasinan

Procedure	Cluster/School Head Presenter
Classroom Instruction	Cluster 2 – BBNHS - Bernadette B. Castro
Enrolment	Cluster 1 – Pugaro IS – Jose Cardozo
Annual Budget	Cluster 2 – TARES – Jerelly Tolentino
Control of Documented Information	Cluster 5 – Malued ES – Editha Luna
CS Survey	Cluster 3 – Tambac ES – Rochelle Aquino
Disbursing	Cluster 2 – Leon FMES – Ronel Salazar
Internal and External Communication	Cluster 5 – DCNHS-JHS- Medarlo De Leon
L&D	Cluster 2 – NCES – Valentina Hortaleza
Preparation and Submission of Reports	Cluster 3 – Mangin-Tebeng ES- Edwina Carrera
Preventive Maintenance	Cluster 3 – VQZES – Rodante Llamas
Risk Management	Cluster 4 – PGVES – Oliver Ferrer
Property Management	Cluster 1 – DCNHS-SHS- Renato Santillan
Computer Software and Hardware Maintenance	Cluster 5 – JPGES – Jose Taparo
Management Review	Cluster 2 – Bolosan ES – Liduvina Antonio
Internal Quality Audit	Cluster 3 – Salisay ES- Cora Cerezo
Continuous Improvement	Cluster 2 – FNCIS – John Silvester Alipio
Waste Management	Cluster 5 – WCES I – Ma. Rita Teresa Rinoza
Partnership and Linkages	Cluster 4 – Carangalaan ES – Verena Bautista
Calibration and Maintenance Procedure	Cluster 2 – GGD PES – David Resultay
Procurement	Cluster 3 – Mamalingling ES – Mary Ann Carrera

Note: Every presenter is given 3 minutes to present the process flow of the assigned procedure.



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