



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
**SCHOOLS DIVISION OF TUGUEGARAO CITY**

January 11, 2023

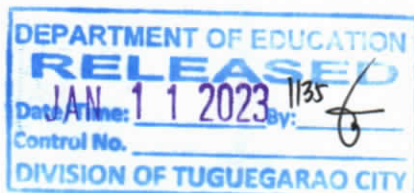
**DIVISION MEMORANDUM**

No. 12, s. 2023

**FIRST REGULAR DIVISION MANAGEMENT COMMITTEE (ManCom) MEETING**

To: Assistant Schools Division Superintendent  
Chiefs, SGOD & CID  
All Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office shall conduct its First Division Management Committee (ManCom) Meeting for CY 2023 on Friday, January 13, 2023 at Linao Elementary School to start at exactly 10:00 in the morning.
2. All participants enclosed in the list are enjoined to attend.
3. The agenda of the meeting are as follows:
  - a) Learning and Development (L&D) Calendar of Activities;
  - b) Updates on Sports Activities;
  - c) Preparation of Proposals for the School Basic Education Learning Continuity Plan (BELCP) Fund;
  - d) Issues, Concerns, Gaps and Problems (ICGPs);
  - e) Flow of Submission of Reports;
  - f) OSDS, CID & SGOD Concerns;
  - g) Other Concerns.
4. Meals, snacks and supplies to be covered in the conduct of the activity shall be charged against the Division MOOE subject to its usual accounting and auditing rules.
5. For information, guidance and compliance.



  
**REYNANTE Z. CALIGUIRAN**  
Schools Division Superintendent



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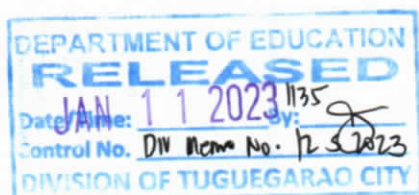
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Encl:  
Reference:

To be indicated in the Perpetual Index  
Under the following subjects:

- Meetings
- Schools
- Plans

OSDS/rzc/kai



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**List of Participants**

	<b>Name</b>	<b>Unit Division</b>	<b>Position</b>
1.	Reynante Z. Caliguiran	OSDS	SDS
2.	Marites L. Llanes	OSDS	ASDS
3.	Gina M. Durian	SGOD	SGOD, Chief
4.	Estela S. Cabaro	CID	CID, Chief
5.	Ventura R. Durian Jr.	OSDS – Administrative Services	Administrative Officer V
6.	Flor Marie Turingan	OSDS – Supply Unit	Administrative Officer IV
7.	Richard G. Agudo	OSDS – Personnel Unit	Administrative Office IV
8.	Karla P. Pagulayan	OSDS – Records Unit	Administrative Officer IV
9.	Marlowe G. Santos	OSDS – Cash Unit	Administrative Officer IV
10.	Jovy Claire V. Tungcul	OSDS – Budget Unit	Administrative Officer V
11.	Rhea Marie Asuncion	OSDS – Accounting Unit	OIC
12.	Jeremy Jones Maramag	OSDS – Legal	Attorney III
13.	Jayson Joseph Babaran	OSDS – ICT Unit	ITO I
14.	Noli B. Abrigo Jr.	CID	EPS
15.	Myrna G. Adduru	CID	EPS
16.	Ronie A. Arellano	CID	EPS
17.	Vissia B. Asuncion	CID	EPS
18.	Dante S. Abella	CID	EPS
19.	Jessica T. Castañeda	CID	EPS
20.	Emma Louisa O. Javier	CID	EPS
21.	Cora M. Pattaguan	CID	EPS
22.	Randall A. Talamayan	CID	EPS
23.	Billy P. Siddayao	CID	EPS
24.	Dahlia A. Balabbo	CID	PSDS
25.	Vilma A. Darisan	CID	PSDS
26.	Diana M. Doldolea	CID	PSDS
27.	Visitacion T. Ligutan	CID	PSDS
28.	Marlo T. Melad	CID	PSDS
29.	Arnold T. Quizzagan	CID	PSDS
30.	Janette M. Dulin	CID	PSDS
31.	Catalina B. Tuppil	CID	PSDS
32.	Elmer J. Narag	CID	PSDS
33.	Analiza E. Talattad	CID	PSDS
34.	Mara Karla Macalan	CID	Special Events Coordinator
35.	Mary Flor D. Maramag	SGOD	Planning Officer III
36.	Edwin E. Catulin	SGOD	EPS



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37.	Jane Marie D. Pagulayan	SGOD	SEPS
38.	Eduardo C. Balubal	SGOD	SEPS
39.	Grace B. Abana	SGOD	SEPS
40.	Jiosen P. Callo	SGOD	SEPS
41.	Cheryl Anne F. Roque	SGOD	Education Program Specialist
42.	Richard T. Mangulad	SGOD	Engineer III
43.	Cleofe Mary Jane D. Torres	SGOD	Medical Officer III
44.	Jennifer F. Tuliao	SGOD	Dentist II
45.	Leilani T. Mangabat	SGOD	Nurse II

#### Elementary School Heads

46.	Susan A. Pagulayan	TNCS	P-IV
47.	Rocky T. Banatao	Annafunan IS	P-II
48.	Marcelino B. Madino	Atulayan ES	P-II
49.	Marilen Tappa	Caritan Norte ES	Assistant P-II
50.	Jannette T. Saquing	Pallua IS	P-III
51.	Edmun Caronan	Bagay IS	P-I
52.	Ophilia M. Pasicolan	TECS	P-IV
53.	Grace S. Hermenegildo	Capatan IS	P-III
54.	Jacquelin D. Daguiao	Libag IS	P-II
55.	Antonina Soriano	Gosi ES	P-II
56.	Myrna B. Turingan	Tagga-Dadda ES	P-I
57.	Melba M. Diego	Dadda ES	P-I
58.	Jay Loren C. Tabugay	Namabbalan IS	Head Teacher III
59.	Emely P. Tango	TNECIS	P-IV
60.	Cleofa P. Laureta	Pengue-Ruyu ES	P-I
61.	Analyn A. Quilang	Linao ES	P-III
62.	Vincent Sto Tomas	Larion Bajo ES	Assistant P-II
63.	Crispina Dela Cruz	Larion Alto ES	OIC – MT-I
64.	Maryline L. Diciano	Carig Norte ES	Master Teacher I
65.	Victor F. Taccad	Carig IS	P-I
66.	Josephine C. Ballad	Balzain East ES	P-IV
67.	Grace Nacman	Buntun ES	P-II
68.	Salvacion V. Ramos	Cataggaman Nuevo ES	P-I
69.	Junar Datul	Cataggaman ES	P-III
70.	Angel B. Guiquing	Pardo ES	P-II
71.	Eduardo C. Dela Rosa	San Gabriel ES	OIC – Head Teacher VI



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72.	Juan A. Lappay	Ugac ES	OIC – Master Teacher I
73.	Evangeline M. Palejo	TWCS	P-IV

#### Secondary School Heads

74.	Jonalyn D. Callueng	Cataggaman NHS	P-III
75.	Rosechelle M. Caulan	Tug. City Science HS	P-II
76.	Grace M. Mabasa	Tug City West HS	P-II
77.	Carmen A. Acain	CNHS – JHS	P-IV
78.	Grace T. Macababbad	CNHS – SHS	P-II
79.	Aileen Ibañez	CNHS – SHS	Assistant Principal
80.	Gloria C. Luz	Linao NHS	P-II
81.	Donald F. Gabriel	Gosi NHS	P-III

#### Technical Working Group

82.	Suzanne D. Palmera	OSDS	ADAS III
83.	Vince Calimag	OSDS	Administrative Aide I
84.	John Rico C. Toribio	OSDS	Administrative Aide VI
85.	Rosalinda S. Dulin	SGOD	PDO I



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