




Republic of the Philippines  
Department of Education  
CORDILLERA ADMINISTRATIVE REGION  
Wangal, La Trinidad, Benguet



February 16, 2015

REGIONAL MEMORANDUM NO. 039.2015<sup>2015</sup>

TO: All Schools Division Superintendents

FROM:   
ELLEN B. DONATO, Ed. D., CESO III  
Regional Director

SUBJECT: Regional Evaluation of CARAA Meet 2015



1. To improve the conduct of the yearly CARAA Meet, a regional evaluation will be conducted on February 18, 2015 at Conflata, 4<sup>th</sup> Floor, La Azotea Bldg., Session Road, Baguio City from 9:00 O'Clock AM to 5:00 PM.

2. The Agenda are the following:
- Evaluate the conduct of the 2015 CARAA Meet
  - Reports of the CARAA Chairpersons of the different working committees
  - Agreements on the parameters of selection of athletes, oaches
  - Preparations for the Palarong Pambansa 2015
  - Other matters

3. Participants are the following:

1. Ellen B. Donato, Ed. D., CESO III	Regional Director
2. Estela L. Carino, Ed.D., CESO V	Assistant Regional Director (BAC Chairperson)
3. Schools Division Superintendent/Ass't. Schools Division Superintendent	Baguio City
4. Sebastian G. Tayaban	Chief, Finance Division
5. Cristy L. Paquit, CPA,	Reg'l. Chief Accountant
6. Alfredo Dalang	Chairperson, RSAC
7. Carmel Meris	Re'l EPS, In-Charge of Special Games
8. Rosita Sakiwat	Reg'l. Supply Officer
9. Edgar Alos	Reg'l. Cashier
10. Purita De Los Santos	BAC Secretariat
11. Agustin Gumuwang	Reg'l. EPS-ESSD
12. Fernando Eleponga, Ed.D.	Div. EPS (MAPEH) Baguio City
13. Alfredo Alcos Jr.	Division EPS ( MAPEH) Abra
14. Roly Pascua	Div. EPS (MAPEH), Apayao
15. Pablo Khayog	SSP IV, Div. Sports Coordinator- Benguet
16. Jacqueline Lunag	Division EPS ( MAPEH) Ifugao

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7434

17. Alfredo Budaden	Division EPS ( MAPEH) Kalinga
18. Rosendo Cacap	Division EPS ( MAPEH) Mt. Prov.
19. Chairman, Mess Committee	Baguio City
20. Pio Ecuán	Reg'l. EPS, Chairperson, Secretariat
21. Jenifer Ande, Ed.D.	Reg'l. EPS, Chairperson, Awarding Committee
22. Evelyn Gabot, Ed.D.	Reg'l. EPS, OIC, PPRD, Chairperson-Most Disciplined Delegation
23. Michelle Andaya	ND II, Secretary

4 Food and snacks will be provided by the Regional Office while transportation and other incidental expenses to be incurred by the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

5. Attendance to this meeting is enjoined.

ESSD/ABG  
CARAA Evaluation



*Republic of the Philippines*  
**DEPARTMENT OF EDUCATION**  
**CORDILLERA ADMINISTRATIVE REGION**  
*Wangal, La Trinidad, Benguet*

**Activity Request Form**

<b>Title of Activity:</b>	Regional Evaluation of the 2015 CARAA Meet
<b>Schedule:</b>	February 18, 2015
<b>Venue:</b>	Conflate, 4 <sup>th</sup> Floor, La Azotea Bldg. Session Road, Baguio City

Objectives	Outputs
1. Evaluate the conduct of the 2015 CARAA Meet as basis of feedbacking to all delegations including the region in improving the level of performance.	Identified Strengths, Weaknesses and areas for improvement
2. Strengthen the process of selection of athletes, coaches and officials for CAR delegation to the Palarong Pambansa	Agreements on the parameters of selection
3. Preparations for the Palarong Pambansa 2015	Initial preparations for the Palarong Pambansa 2015

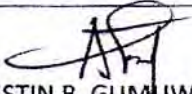
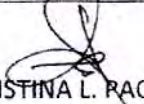
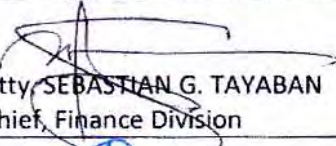

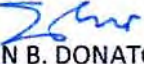
<b>Participants ( 20 pax for one day live out Meeting)</b>			
Name	Position	Male	Female
1. Ellen B. Donato, Ed. D., CESO III	Regional Director		/
2. Estela L. Carino, Ed.D., CESO V	Assistant Regional Director (BAC Chairperson)		/
3. Schools Division Superintendent/Ass't. Schools Division Superintendent	Baguio City	/	
4. Sebastian G. Tayaban	Chief, Finance Division	/	
5. Cristy L. Paquit, CPA,	Reg'l. Chief Accountant		/
6. Alfredo Dalang	Chairperson, RSAC	/	
7. Carmel Meris	Reg'l. EPS, In-Charge of Special Games	/	
8. Rosita Sakiwat	Reg'l. Supply Officer	/	
9. Edgar Alos	Reg'l. Cashier	/	/
10. Purita De Los Santos	BAC Secretariat		/
11. Agustin Gumuwang	Reg'l. EPS- ESSD	/	
12. Fernando Eleponga, Ed.D.	Div. EPS (MAPEH) Baguio City	/	
13. Alfredo Alcos Jr.	Division EPS ( MAPEH) Abra	/	
14. Roly Pascua	Div. EPS (MAPEH), Apayao	/	
15. Pablo Khayog	SSP IV, Div. Sports Coordinator- Benguet	/	
16. Jacqueline Lunag	Division EPS ( MAPEH) Ifugao		/
17. Alfredo Budaden	Division EPS ( MAPEH) Kalinga	/	
18. Rosendo Cacap	Division EPS ( MAPEH) Mt. Prov.	/	
19. Chairman, Mess Committee	Baguio City	//	
20. Pio Ecuán	Reg'l. EPS-Chairperson, Secretariat	/	
21. Jenifer Ande, Ed.D.	Reg'l. EPS, Chairperson- Awards Committee		
22. Evelyn Gabot, Ed.D.	Reg'l. EPS, OIC, PPRD, Chairperson- Most Disciplined delegation		/
23. Michelle Andaya	Secretariat		/



**Program of Activities**

Date	Time	Topic/Activity
February 18, 2015	8:00 – 8:45 A.M	Registration
	8:45 – 9:00 A.M	Opening Program C/O Baguio City
	9:00 – 10:00	Director's Hour
	10:00-12:00	Reports of the Reg'l. CARAA Chairpersons (
	1:00 – 5:00	Continuation of reports, and other Issues and concerns

Estimated Expenses	Unit Cost	Total Cost
1. Lunch and Two snacks ( AM & PM)	270.00@23	6,210.00
		<b>6,210.00</b>

Prepared by:	 AGUSTIN B. GUMUWANG EPS, OIC-ESSD
Funds Available:	 CRISTINA L. RAQUIT, CPA Chief Accountant -Finance Division
Recommending Approval:	 Atty. SEBASTIAN G. TAYABAN Chief, Finance Division
Recommending Approval:	 ESTELA L. CARIÑO, Ed.D. CESO V Assistant Regional Director
Approved:	 ELLEN B. DONATO, Ed.D., CESO III Director IV