



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
82 Military Cut-Off Road, Baguio City
Tel No.: (074) 442-7819



DIVISION MEMORANDUM NO. 200, S. 2017

TO: All Division Chiefs;
Education Program, Supervisors;
Public Schools District Supervisors;
Secondary School Principals;
Elementary School Principals;
Administrative Officers;
Teacher-In-Charge;
Public Elementary and Secondary School Teachers;
Non-Teaching Personnel; and
All Others Concerned

FROM: **FEDERICO P. MARTIN, Ed. D., CESO VI**
Schools Division Superintendent

SUBJECT: **REORGANIZATION OF DIVISION COMMITTEES**

DATE: AUGUST 2, 2017

01. In view of the appointment of the new OIC-Assistant Schools Division Superintendent, the following Division Committees are hereby reorganized:

a. DIVISION PERSONNEL SELECTION BOARD (PSB)

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Soraya T. Faculo, Ph.D., OIC-ASDS
Vice Chairman	Arthur Tiongan, Chief-SGOD
Regular Members	Marilyn S. Api-it, EPS
	Roberto R. Gonzales, AOV
	Ma. Louella C. Moncada, HRMO
	Reynalyn Padsoyan, Research and Innovation
	BSCTEA President
	Head of the School/unit where the vacancy exists
PSB Secretariat	Alma Gayob
Special Members	BCPSNTEA President for Non-Teaching Group
	NAPPSHI President for Secondary School Principals Group
	PESPA President for Elementary School Principals Group
	JACQUELINE LAMPAC for Supervisory Group/EPS-PSDS

❖ Special members shall attend the Division PSB screening of their respective occupational group.
❖ President of associations (representatives of teachers and non-teaching associations) shall apply during their incumbencies. In case the association presidents are unavailable, the vice president or other officers down the line, as authorized by the president, shall, attend.

b. DIVISION BIDS AND AWARDS COMMITTEE (BAC)

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Soraya T. Faculo, Ph.D.,
Vice Chairman	Juliet C. Sannad
Regular Members	Fernando B. Eleponga
	Roberto R. Gonzales
	Francis Copsiyan
	PROVISIONAL: End User

c. DIVISION BAC SECRETARIAT

<i>DESIGNATION</i>	<i>NAME</i>
BAC Secretariat	Atty. Annette L. Doyaoen
	Rachell C. Flordeliza
	Brenda M. Badongen
	Nino Tibangay
	Harris G. Dizon
	Pear Joan Quero

d. DIVISION TECHNICAL WORKING GROUP

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Renaldo D. Umayat
Members (Infra)	Engr. Jennifer Polido
	Engr. Paul B. Lomas-e
Members (Furniture)	Whitney Dawayen
	Ronald Ambo
Members (IT)	Lester Libangen
Members (Instructional Materials)	Education Program Supervisors (EPS)

e. DIVISION CANVASER

<i>DESIGNATION</i>	<i>NAME</i>
Division Official Canvasser	Mark Cyrus V. Vallejo
	Robert Alban
	End User Proponent
<i>Rules on Procurement, especially alternative mode of procurement:</i>	
<ol style="list-style-type: none"> 1. All purchases shall be included in the Annual Procurement Plan or Supplemental procurement plan duly signed by HOPE. 2. No canvass form shall be distributed top suppliers unless approved by HOPE and the availability of funds should have been certified. 3. Common office supplies and other item, as much as possible, should be procured from DBM PS and should be posted in the Division PhilGEPS. 	

f. DIVISION GRIEVANCE COMMITTEE

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Soraya T. Faculo, Ph. D.
Vice Chairman	Fernando B. Eleponga
Members	Jerry C. Ymson
	PSDS or EPS in Charge of the District
	BCSTEA President
	BCPSNTEA President
	NAPPSHI President
	PESPA President
Secretariat	Samuel F. Bab-anga
<ul style="list-style-type: none"> • PSDS shall attend hearings in case a teacher or school head within his or her respective district is involved. In the absence of the concerned PSDS, the EPS in charge of the district shall attend. • Organization presidents shall attend for their members. 	

g. DIVISION INSPECTION COMMITTEE

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Santiago Bugtong
Members	Lourdes Lomas-e
	Brendalee Awingan
Secretariat	Josef Oliveros

h. DIVISION PRAISE COMMITTEE

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Soraya T. Faculo, Ph. D.
Vice Chairman	Juliet C. Sannad
Members	Marilyn S. Api-it
	Belen R. Tomin
	Roberto R. Gonzales
	Marina Tabangcura
	Armi Victoria A. Fiangaan
Secretariat	Jovelyn Petra T. Balantin

i. DIVISION DISPOSAL AND CONDEMNATION COMMITTEE

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Sofia G. Bermudez
Vice Chairman	Engr. Jennifer Polido
Members	Harris Dizon
	Engr. Paul Lomas-e
	Mark Cyrus V. Vallejo
Secretariat	Pear Joan Quero

j. INFRASTRUCTURE INSPECTORATE

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Engr. Jennifer Polido
Vice Chairman	Engr. Paul Lomas-e
Members	Engr. Fray Aliswag
	Amil Flamiano
	Lesli Tongyofen
	Mark Cyrus V. Vallejo
Secretariat	Asuncion C. Saguid

k. GRIEVANCE COMMITTEE ON PBB

<i>DESIGNATION</i>	<i>NAME</i>
Chairman	Soraya T. Faculo, Ph. D.
Members	Roberto r. Gonzales
	Ma. Louella C. Moncada
	Brenda M. Badongen
	Francisco Copsiyan
	PESPA President
Secretariat	Olivia O. Gomez

02. The designation of above mentioned division committees shall commence from the date of signing of this memorandum until rescinded. In case of change in the composition of the above committees, a memorandum shall be issued for the purpose. However, the designation of those not affected shall remain.

03. All previous memoranda inconsistent with this memorandum are hereby amended accordingly.

04. Immediate and widest dissemination is enjoined.

Note: Division Memorandum No. 177, s.2017 was released for the reorganization of the Division Performance Management Team.


FEDERICO P. MARTIN, Ed. D., CESO VI
Schools Division Superintendent