



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
82 Military Cut-off Road, Baguio City



DIVISION MEMORANDUM

No. 456, s. 2018

**Notice of Meeting to Division Education Development Plan (DEDP) for  
Calendar Year (CY) 2019-2024 Planning/Writers Team**

To : **All Identified DEDP Planning/ Writers Team**

1. Please be informed that the DEDP Planning/Writers Team will have a meeting on **4 October 2018, 1:30 PM onwards at SDO Small Conference Hall**. Please refer to Enclosure No. 1 of this Memorandum for the list of members.
2. Agenda will be as follows:
  - Final SWOT analysis per level of management (Phase 2)
  - Presentation of Stage 2 SWOT Analysis
3. Immediate and wide dissemination of this Memorandum to all concerned is desired.

For: **FEDERICO. MARTIN, EdD, CEEd, CESO V**  
Schools Division Superintendent

  
**ROBERTO R. GONZALES**  
Administrative Officer V



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Enclosure No. 1 of Division Memorandum No. \_\_\_\_\_, s, 2018

**Complete Division Education Development Plan (DEDP) CY 2019-2024**  
**Planning/Writers Team**

No.	NAME	POSITION/DESIGNATION	Level	SECTOR
1	Marilyn S. Api-it	Education Program Supervisor Filipino	1	Performing Outputs and Outcomes
2	Leticia A. Hidalgo	Public Schools District Supervisor West Baguio Central District		
3	Nieves D. Ebanio	Administrative Officer IV Baguio City National High School	2	Organizational Competencies and Capabilities
4	Reynalyn T. Padoyan	Senior Education Program Specialist Planning and Research		
5	Belen R. Tomin	Administrative Officer V Budget Officer	3	Utilization of Resources (People, Pesos, Physical Assets)
6	Lilibeth G. Degsi	Accountant III		
7	Mary Jane Malihod	School Head Happy Hollow National High School	4	Management Processes
8	Jovelyn T. Balantin	Senior Education Program Specialist Human Resource Development		
9	Jimmy S. Santos	Project Development Officer I	5	The Four Management Functions: Marketing Operations, Human Resources, Finance
10	Remedios P. Quinio	School Head Pacday Elementary School		
11	Marivic M. Gervero	School Nurse Non-Teaching President	6	Performance Levels of Teams and Individuals in the Organization
12	Harris Dizon	Information Technology Officer I		
13	Olivia O. Gomez	Planning Officer III	7	Physical Facilities/ Set-up and Working Conditions
14	Nixon C. Elahe	School Head Holy Ghost Extension Elementary School		
15	Elaine B. Cabuag	Senior Education Program Specialist Social Mobilization and Networking	8	Organizational Affiliations, Alliances, and Linkages
16	Rosanna D. Dizon	School Head Sto. Tomas National High School		
17	Federico P. Martin	Schools Division Superintendent	9	Top Management, Board and Leadership
18	Atty. Annette L. Doyaoen	Attorney III		
19	Soraya T. Faculo	OIC- Assistant Schools Division Superintendent	10	Strategic Fit or Consistency in Vision Strategies – Organization and People (VSOP)
20	Armi Victoria A. Fiangaan	OIC – Education Program Supervisor English		