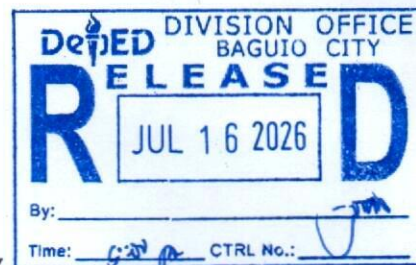




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



July 16, 2026

OFFICE MEMORANDUM

056,2026

INTERFACE MEETING ON ACTIONS IN ADDRESSING COMPLAINTS IN SCHOOLS

To : Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Administrative Officer V
Legal Officer
Education Program Supervisor -LRPO
All others concerned

1. To ensure proper coordination, clarify the process flow, and facilitate the timely and appropriate resolution of complaints received by the division, this Office announces the conduct of the **Interface Meeting on Actions in Addressing Complaints in Schools** is hereby announced on **July 20, 2026 (Monday)**, from **2:00 P.M. to 3:00 P.M.**, at the **SDO 2nd Floor Mini-Conference Room**.

2. Participants to the said meeting are the following:

NAME/PAX	POSITION/DESIGNATION
SORAYA T. FACULO, PhD, CESO V	Schools Division Superintendent
SAMUEL T. EGSAEN JR EdD, CESO VI	Assistant Schools Division Superintendent
NINO M. TIBANGAY, PhD	Chief Education Supervisor
Rosanna D. Dizon Brendalee C. Awingan Santiago L. Bugtong Rosie Beel A. Marzo Nixon C. Elahe Jayrerose S. Guevara Lourdes B. Lomas-e Nancy B. Dumalili Rey D. Gapasin Marilyn S. Tami-ing	Public Schools District Supervisor
Nieves D. Ebanio	Administrative Officer V
Annette L. Doyaoen	Legal Officer III
Jerry C. Ymson	Education Program Supervisor-LRPO



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

3. Agenda items are the following:

Agenda	Personnel-in-Charge
1. Presentation of Process Flow in Addressing Complaints	Jerry C. Ymson, EPS LRPO-SGOD
2. Presentation of Process Flow in Addressing Other Complaints Received	Nieves D. Ebanio, AOV
3. Presentation of Process Flow on Complaints Lodged at the Legal Office	Atty. Annette L. Doyaoen
4. Discussion of Issues, Concerns and Agreements	

4. Pre-work for the presentation must be done to ensure complete information.

5. For information and guidance.


SORAYA T. FACULO, PhD, CESO V
Schools Division Superintendent

STF/jalcm