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

DepED DIVISION OFFICE BAGUIO CITY
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By:
Time: CTRL No.:

November 23, 2026

DIVISION MEMORANDUM
No. 809-2026

11th REGULAR DIVISION EXECUTIVE MANAGEMENT COMMITTEE MEETING

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools Division Supervisors
Education Program Supervisors
OSDS Section Heads
SGOD Section Heads
All others Concerned

1. This Office announces the conduct of the **11th Regular Division Executive Committee Meeting** on **December 3, 2026, Monday** from **8:00 am onwards** which will be held at the **3rd Floor Division Training Hall**.

2. Participants to the said meeting are the following:

Participants	**Number**
SDS	1
ASDS	1
Chief Education Supervisors	2
OSDS Section Heads	5
CID EPS	10
PSDS	10
CID-ALS	1
SGOD Personnel - LRPO EPS - Socmob - Planning - Education Facilities - SMME - Youth Formation - DRRM - School Health Unit - HRD	9
SEF Budget Officer	1
Supply Officer	1
Support Staff	3
	44

3. The agenda to be discussed are as follows:

Topic	**Personnel in-charge**	**Time Allotment**
A. Preliminaries & Attendance - **Prayer**	Secretariat PSDS Jayrerose Guevara	30 mins
B. Declaration of Quorum	SDS SORAYA T. FACULO, PhD, CESO V	
C. Reading and approval of the minutes of the previous meeting	Secretariat	
D. Matters arising from minutes of meeting	Secretariat	

Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
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E. Items for Presentation		
1. OSDS Reports, Updates and Concerns		
a. SEF / GF Report	Aira Mae Ongngad, SEF AO II	15 mins
b. Budget Utilization -Issues, Concerns and Updates	Belen Tomin, Budget Officer	15 mins
c. Accounting Updates	Lilibeth Degsi, Accountant III	5 mins
d. RACS Update	Nieves Ebanio, AO V	5 mins
e. End of Year Requirements	Nieves Ebanio, AO V	5 mins
f. Legal Updates	Annette Doyaoen, Legal Officer III	5 mins
g. Supply Updates	Vima Cadungog, Supply Officer II	5 mins
h. ICT Updates	Harris Dizon Jr., ITO	5 mins
2. SGOD Reports		
a. SBFP	Niño Tibangay, CES - SGOD	10 mins
b. 29 Committee Representations		20 mins
c. Issues, Concerns and Updates		10 mins
3. CID Reports		
a. Tracking of Drop-outs in the School	Juliet Sannad, CES-CID	10 mins
b. Result of the Monitoring of the GBF		10 mins
c. Presentation of End of Term Activities		10 mins
d. 2027 Activities		10 mins
5. ASDS Hour - AOM of Schools - PGS Updates - QMS Updates	Samuel T. Egsaen JR. EdD, CESO VI	
6. SDS Directives	Soraya T. Faculo, PhD, CESO V	

4. Upload presentations with a maximum of 5 slide decks on or before November 27, 2026 to https://tinyurl.com/11thDEXECOM.

5. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

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

Enclosure 1: List of Committees with Corresponding Focal Person

CITY DEPARTMENT	COMMITTEE/COUNCIL	DEPED FOCAL
Health Service Office	Baguio City Nutrition Council	**Cynthia S. Cadawan** Nurse II
	Smoke-Free Task Force	**Arlene Awing, MD** Medical Officer III
	Adolescent and Youth Health Program Council	**Jessebel Laus, MD** Medical Officer IV
	Mental Health Council	**Mary Libeney Sito MD** Medical Officer IV
	Baguio City Health Promotion Committee	**Arlene Awing, MD** Medical Officer III
	Baguio Aids Watch Council	**Roger Sinot Jr., MD** Medical Officer IV
City Disaster Risk Reduction Management Council	DRRM Council	**Cliftone Bangse-il** PDO II
	Task Force El Niño	**Cliftone Bangse-il** PDO II
City Social Welfare Development	Local Council for the Protection of Children (LCPC)	**Ron Bixby A. Pedronio** PDO I
	GAD Focal Point System	**Jovelyn Petra T. Balantin** SEPS-HRD
	Women's Month Steering Committee	**Jovelyn Petra T. Balantin** SEPS-HRD
	Marriage Steering Committee	**Mary Joan A. Channas** EPS II
	Child Friendly Local Governance	**Ron Bixby A. Pedronio** PDO I
	Pantawid Pamilyang Pilipino Program (4Ps)	**Mary Joan A. Channas** EPS II
	Family Month Steering Committee	**Mary Joan A. Channas** EPS II
	Local Committees on Anti-Trafficking and Violence Against Women and their Children (LCAT-VAWC)	**Samuel F. Bab-anga** EPS II
Mayor's Office	City Anti-Drug Abuse Council (CADAC)	**Ron Bixby A. Pedronio** PDO I
	City Peace and Order Council (CPOC)	**Ron Bixby A. Pedronio** PDO I
	City Social Waste Board Management	**Engr. Jordan B. Gas-ib** Engineer III **Alex Tumapang** Engineering Assistant
	Plastic Waste Management, Plastic, and Circular Economy	**Juliet D. Piok** SEPS - SocMobN
	City Sports Promotion and Development Council	**Niño M. Tibangay** CES SGOD
	City Human Rights Task Force	**Ron Bixby A. Pedronio** PDO I
	Child Budget and Expenditure Tagging and Tracking (CBETT)	**Jimmy S. Santos** SPES – Planning and Research

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City Planning and Development	Community-Based Monitoring System (CBMS) Coordinating Board	**Jimmy S. Santos** SPES – Planning and Research
	Research and Innovations	**Jimmy S. Santos** SPES – Planning and Research
	City Statistical Committee	**Jimmy S. Santos** SPES – Planning and Research
Department of Health – CAR	Regional Tobacco Control Network (RTCN) & Non-Communicable Disease (NCD) Program	**Arlene Awing, MD** Medical Officer III
Department of Interior and Local Government	Citizen-Driven Priority Action Plan	**Jimmy S. Santos** SPES – Planning and Research **Olivia O. Gomez** Planning Officer
Philippine Red Cross		**Juliet D. Piok** SEPS - SocMobN