



Republic of the Philippines
Department of Education
 Region I
 Schools Division Office
 City of San Fernando (La Union)

DIVISION MEMORANDUM

MAY 29 2025

DM No. 273, s. 2025

To: Assistant Schools Division Superintendent
 SGOD and CID Chiefs
 Concerned Education Program Supervisors
 Concerned Elementary and Secondary Public School Heads
 All Others Concerned

FROM: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

SUBJECT: Management Committee Meeting

Date: May 26, 2025

PARTICULARS

1. The Schools Division Office Management Committee Meeting (MANCOM) will be held at the Division Training Center on May 30, 2025 at 8:00 in the morning.
2. The objectives of the said meeting are as follows:
 - 2.1. To update the schools/learning centers on matters along school operations, curriculum implementation and administrative/financial concerns and issues;
 - 2.2. To provide an avenue to clarify issues and concerns relative to various SDO and Schools' Programs, Projects, and Activities; and
 - 2.3. To recognize schools, through a recognition rite, on their exemplary performance in the successful implementation of the flagship Program, Projects, and Activities of the SDO.
3. The participants in this activity are the Assistant Schools Division Superintendent, Division Chiefs, Education Program Supervisors, School Heads, SDO Unit Heads, and selected SDO Personnel.
4. Expenses related to meals, snacks, materials and other incidental expenses shall be charged to SDO HRTD funds while transportation of the participants may be charged to local funds subject to usual accounting and auditing rules and protocols.
5. This memo will serve as the authority to travel of the participants from the schools.
6. Attached herein is the list of participants.
7. For information, guidance and compliance.

[Signature]
SHEILA MARIE C. PRIMICIAS, CESO VI
 Schools Division Superintendent



Address: Tanqui, City of San Fernando, La Union
Tel. No./Fax No.: (072) 607-4715
Email Address: sanfernando.city1@deped.gov.ph



LIST OF PARTICIPANTS

SCHOOL HEADS

1.	ABAD, GLORIA
2.	ABAYA, MA. MAGDALENA P.
3.	ABULENCIA, EMELIZA P.
4.	APILADO, NARCIE RICKY A.
5.	AURELIO, MERIAM A.
6.	BALUBAR, ALMA
7.	BAMBICO, ARLYN
8.	BOADO, GINA
9.	CALUB, RAY ALVIN E.
10.	CALUMPANG, JONALYN
11.	CARIAGA, ALEXIS JOYCE
12.	COLOCAR, JAYVEE S.
13.	DAGANTA, RELYN
14.	DANAO, GAY
15.	DATUIN, LAILA B.
16.	DELOS SANTOS, JUSTINA B.
17.	DUCUSIN, MYLA
18.	GACAYAN, MERLINDA D.
19.	GANADEN, KIMVERLY L.
20.	GRAYCOCHEA, GEMMA R.
21.	GUALBERTO, CONNIE ELLEN A.
22.	GURTIZA, ELIZABETH
23.	HIGOY, MA. LIZA
24.	LLANTADA, ROJEMA G.
25.	LUCINA, EDWARD
26.	NACIS, ERNESTO N.
27.	PANIT, RODRIGO JR.
28.	PUMARES JR. AMORSOLO M.
29.	SABADO, BRENDA A.
30.	SOBREPEÑA, GUADALUPE
31.	TUBERA, WILLIAM A.
32.	VERZOSA, MELINDA A.
33.	ZAPICO, EDMON ARIEL V.

SDO OFFICIAL AND STAFF

1. SHEILA MARIE A. PRIMICIAS	OSDS
2. NESTOR C. HERAÑA	OSDS
3. JENNIFER SOMERA	OSDS
4. SHEENA ANTONETTE GRAYCOCHEA	OSDS
5. ALLYZA CAVINTA	PERSONNEL
6. KATHY MAE B. QUIÑONEZ	PERSONNEL
7. VIRGINIA B. CORPUZ	PERSONNEL
8. EDNA R. CABANELA	PERSONNEL
9. MA. ADELA E. FLORES	PAYROLL
10. LESLIE Q. CHAVEZ	ACCOUNTING
11. GILBERT D. DATUIN	ACCOUNTING
12. VINZY MARIE C. MAGO	ACCOUNTING
13. ZALDY M. PATACSIL	ACCOUNTING
14. JANE L. TADIFA	ACCOUNTING
15. BRENDA M. CALICA	ACCOUNTING
16. LIBERTY B. JACLA	ACCOUNTING
17. JUN HOWARD J. RIOVEROS	ICT
18. SHEREE C. GRAYCOCHEA	BUDGET
19. MELODY C. ISMAEL	BUDGET
20. SONIA N. NUESCA	BUDGET
21. LENALIT H. PASCUA	BUDGET
22. JEUS JOSEPH M. DACANAY	CASH
23. MARY ANN E. RAÑA	RECORDS
24. ROMULO G. DYQUIANGCO JR.	SUPPLY
25. EDGAR P. COSARES	CID
26. THEA ZONETTE S. MEDRANO	CID
27. MARIA RHEA C. REYES	CID
28. MICHAEL F. RAMIREZ	CID
29. MARIE CAMILLE S. HUFANA	CID
30. ROWENA R. ABAD	CID
31. LORENA C. SALVADOR	CID
32. NANCY G. HOGGANG	CID
33. SHEILA MARIE N. BUGAYONG	CID
34. ARTURO JR. B. QUIBAN	CID
35. RAYMUND I. MARZAN	CID
36. JELYKA MONIC D. CASUGA	CID
37. JOSE MARI P. ALMEIDA	SGOD
38. EDMUND A. CABUSORA	SGOD
39. NAZKA R. SOSMEÑA	SGOD

40. CRISTETA L. RAMOLETE	SGOD
41. MARISA M. LABORTE	SGOD
42. ARLYN A. SIADOR	SGOD
43. JOHN CHRISTOPHER C. LARON	SGOD
44. RAY ANTON L. RIMAS	SGOD
45. DARRYL D. BARRERA	SGOD
46. IRISH D. DACANAY	SGOD
47. JENIE VIVA C. ANDRADE	SGOD
48. JOVIE G. RAGON	SGOD
49. LEMUEL DACOSCOS	SGOD
50. RANDOLPH ROMAN M. VILLANUEVA	SGOD