April 13, 2015

DIVISION MEMORANDUM
No. 42, s. 2015

FORMAL TURN-OVER OF CITFI SCHOOL SITE

To: OIC-Asst. Schools Division Superintendent
   Chiefs, CID and SGOD
   Education Program Supervisors and Coordinators
   Public Schools District Supervisors
   Senior Education Program Specialists
   Section Chiefs
   This Division

1. In view of the Donation of School Site made by Catanduanes Institute of Technology Foundation, Inc. (CITFI) in favor of DepED-Catanduanes, effective January 1, 2015, a Formal Turn-Over Ceremony will be held on July 15, 2015.

2. The different Working Committees (List found in the enclosure) are now advised to start with the preparatory activities such as coordination with concerned people and offices for the venues, equipment and other materials needed before, during, and after the activity.

3. Meeting of Chairmen of the different Working Committees is hereby scheduled on May 7, 2015, 1PM @ the Office of the ASDS.

4. For information, guidance and compliance of all concerned.

NYMPHA D. GUEMA
Assistant Schools Division Superintendent
Officer-in-Charge

To be indicated in the Perpetual Index
Under the following Subjects:

SENIOR HIGH SCHOOL
DONATIONS
PARTNERSHIP
DIVISION WORKING COMMITTEES

PROGRAM/INVITATION/COMMUNICATION

Chairman: Gina B. Pantino, EPS I
Members: Dennis Gianan, Principal I, Lictin ES
        Amelia Cabrera, Education Program Supervisor I
        Mary Rose Sta. Rosa, Education Program Specialist
        Sarah Chiong, Senior Education Program Specialist
        Frankie Turalde, Principal II, Virac Pilot ES

STAGE DECORATION

Chairman: Romel G. Petajen, EPS I
Members: Hermes Magtangob, Teacher III, ALS
         ALS Teachers

VENUE/SONGS

Chairman: Miguel Ogalinola, Chief Education Program Supervisor (SGOD)
Members: Nelson Sicio, Education Program Supervisor I
         Division Utilities: Jose Tabo
         Jerry Bonavente
         Job Order Personnel: Dave Tantiado
         Alex Abundo
         Greggy Bagadiong

FOOD PREPARATION

Chairman: Lydia Abundo, Education Program Supervisor
Members: Gina Custodio, Education Program Supervisor
         Raquel L. Pahuyo, Senior Education Program Specialists
         Emmeline Francia P. Abrasaldo, Senior Education Program Specialist
         Imelda S. Abejo, Senior Education Program Specialist

USHERS/USHERETTES

Chairman: Ma. Gina Templeonuevo, Education Program Supervisor I
Members: Ruth Sorrera, Principal II, JMAMES
         Shianne Bisenio, Teacher I, Virac Pilot ES
         Annaliza Macero, Teacher II, Cavinitan ES
         Ledebbie Salvador, Teacher I, Bote IS
         Nervy Azansa, Teacher III, CNHS

AWARDS/CERTIFICATES/TOKENS

Chairman: Josefa V. Zape, Chief Education Program Supervisor (CID)
Members: Jezrael Omadto, Education Program Supervisor I
         Cynthia Soneja, Education Program Supervisor I
         Erlinda Borbe, Public Schools District Supervisor
DOCUMENTATION/WRITE UP

Chairman: Rosa Tusi, Education Program Supervisor I,
Members: Josalie Tonio, Principal I, Antipolo National HS
         Sonia Prensader, Principal II, PSAT
         Dave Tolentino, Teacher I, Tubli National HS
         Ricky Tid, Teacher I, Tambongon Central ES

GUESTS' ACCOMMODATION

Chairman: Mariano B. de Guzman, OIC, Asst. Schools Division Superintendent
Members: Eva S. Tolentino, OIC, Administrative Officer V (Administration)
         Marichelle B. Llave, Administrative Officer IV
         Helen R. Soledad, Administrative Assistant III (Finance)

FINANCE/BUDGET

Chairman: Angelo James O. Aguinalde, Accountant III
Members: Ma. Cielo C. Tubale, OIC, Administrative Officer V (Finance)
         Rey C. Bonayon, Planning Officer III