



Republic of the Philippines
Department of Education
 Region X
SCHOOLS DIVISION OF TANGUB CITY



09 October 2024

DIVISION MEMORANDUM

No. 043, s. 2024

COMPOSITION OF DIVISION PLANNING TEAM (DMT)

To: Chiefs, CID and SGOD
 Education Program Supervisors
 District In-Charge
 Principals, Head Teachers, Teachers-In-Charge
 Public and Private Schools
 This Division

1. The organization and mobilization of the Division Planning Team is designed to ensure representation and maximum participation of all DepEd functional units and relevant education stakeholders in the strategic planning process.

2. The Division Planning Team is composed of the following:

Chair: Dr. Shambaeh A. Abantas-USman, CESO VI
 Schools Division Superintendent

Co-Chair: Dr. Erlinda G. Dael, CESE
 Asst. Schools Division Superintendent

Members: Dr. Angelina B. Buaron - Chief, CID
 Lorna C. Peñonal - Chief, SGOD
 Romel E. Huertas - EPS-1
 Roger F. Duhaylungsod - EPS-1
 Puriza L. Legaspi - EPS-1
 Gina L. Mandawe - EPS-1
 Relita P. Decina - EPS-1
 Wilfredo B. Cañete - EPS-1
 Clariza P. Catedral - EPS-1
 Jolito P. Vince - EPS-1
 Roger A. Baril - EPS-1
 Sheldon F. Honculada - EPS-1
 Rene Boy G. Roxas - SEPS, HRTD
 Redeemer D. Denapo - SEPS, M&E
 Ana Daphne C. Mugar - Accountant
 Marites C. Suminguit - Budget Officer
 Delma R. Denapo - AO-V
 Alden M. Antonio - ITO
 Krizza Lorraine D. Quicoy - AO-IV, Cashier



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Ronie E. Senarillos	- AO-IV, Supply Officer
Carelyn L. Villegas	- AO-IV, Personnel
Eleanor A. Bellingan	- AO-IV, Records
Chrity P. Enoc	- DAPSSHI President
Junnifer G. Gutang	- PESPA President
Judy Marie F. Cabrera	- School Head
Hon. Lowida L. Alcalde	- LGU Representative
Roger F. Duhaylungsod	- IP Representative
Titchie Nee F. Roloma	- Alim/Ulama Representative

Technical Secretariat:

Lead:	Dorothy P. Neri	- Planning Officer-III
Members:	Liegh S. Enayo	- EPS-II
	Maricar Pilapil	- AO-II
	Cresilda Carreon	- AO-II
	Cherymie Kinatac-an	- ADA-VI

3. The major tasks of the Division Planning Team are as follows:
 - a. Lead in the planning process by convening the members of the Team and Secretariat.
 - b. Identify data requirements and initiate data collection.
 - c. Conduct situational analysis.
 - d. Draft the strategic plan
 - e. Subject the draft plan to stakeholder consultations for review.
 - f. Revise the plan based on the comments and input from the consultations.
 - g. Finalize and communicate the plan

4. The technical secretariat shall participate and assist in the development planning process through:
 - a. Preparation of complete staff work (historical data on KPIs, performance, projections).
 - b. Provide overall technical and administrative support necessary for the Planning Team.
 - c. Ensure that all deliverables and agreements are acted upon and accomplished completely, accurately and, and on time.

5. Immediate dissemination of and strict compliance with this Memorandum is directed.

Shambaeh A. Abantas-Usman
SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI
 Schools Division Superintendent

SAU/DPN – Composition of Division Planning Team (DMT)
 October 3, 2024



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