



Republic of the Philippines  
**Department of Education**  
**Cordillera Administrative Region**  
**Schools Division of Benguet**

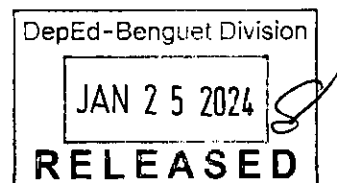
25 Jan. 2024

**DIVISION MEMORANDUM**

No. 29, 52024

**SEND OFF, INSTALLATION, AND TURN OVER CEREMONY for ASDS CARMEL F. MERIS (Outgoing) and ASDS SAMUEL T. EGSAEN JR. (Incoming)**

TO: Office of the Schools Division Superintendent  
School Governance and Operations Division  
Curriculum Implementation Division  
Public and Private School Heads  
All Others Concerned



1. The Division Office will celebrate the accomplishments of the Outgoing Assistant Schools Division Superintendent, Carmel F. Meris; and will once again welcome our incoming Assistant Schools Division Superintendent, Samuel T. Egsaen Jr. on January 26, 2024, 8:30 a.m. onwards at the Adivay hall. All identified participants and guests (Enclosure 1) are enjoined to attend this prestigious event and shall be in their best Radiant Red inspired semi-formal attire.
2. The committee chair and members shall make sure that their roles and responsibilities are well executed before, during, and after the conduct of the program (Enclosure 2).
3. AM snack and lunch shall be chargeable against Division MOOE fund subject to the usual accounting and auditing rules and regulations.
4. For immediate dissemination and guidance.

  
**SALLY L. BANAKEN - ULLALIM CESO V**  
Schools Division Superintendent

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**Participants to the SEND OFF, INSTALLATION, AND TURN OVER CEREMONY for  
ASDS CARMEL F. MERIS (Outgoing) and ASDS SAMUEL T. EGSAEN JR.  
(Incoming)**

<b>GUESTS / PARTICIPANTS</b>	<b>NUMBER</b>
1. Local Government Unit	4
2. DepEd Regional Office	1
3. Division Office – OSDS	25
4. Division Office – CID	25
5. Division Office – SGOD	24
6. NAPSSHI Officers	5
7. PESPA Officers	5
8. Division PTA President	1
9. Private Schools in Benguet	5
10. SDO Abra Family	10
11. Family of ASDS Eggaen	5
12. Family of ASDS Meris	5
13. SDO Baguio Family	5
<b>TOTAL</b>	<b>120</b>

**SEND OFF, INSTALLATION, AND TURN OVER CEREMONY for ASDS CARMEL F.  
MERIS (Outgoing) and ASDS SAMUEL T. EGSAEN JR. (Incoming)**

**COMMITTEES**

Program Committee Chairman	Xylene Grail D. Kinomis
Program Committee Co-Chair	Joven B. Agtani and Roselle Kristine Waguis
Members	SGOD team and Personnel Section
Registration Committee Chairman	Ide A. Liwanen
Registration Committee Co-Chair	Nadia Ossic
Stage and Hall Committee Chairman	Denver Sin-ot
Members	Lester John Olangey Stephen Bulalin Cliftone Bangse-il Murphy Liswid Melvin Alfredo All General Services
Food Committee Chairman	Antionette Sacyang
Food Committee Co-Chairman	Mahal Rifani
Documentation Committee Chairman	Lorna Yaco
Documentation Committee Co-chair	Stephen Bulalin
Technical Committee Chairman	Arvin Doman
Technical Committee Co-chairman	Cliftone Bangse-il
Members	Greg Garcia Joyce Gavino Melody Alingbas
Logistics Committee for Health and Safety Chairman	Roselle Kristine Waguis
Members	Rose Virginie Killip Rollen Guivac
Logistics Committee for Finance Chairman	Florinda Pagoy
Logistics Committee for Finance Co-Chairman	Florabel Buclay