



Republic of the Philippines
Department of Education
Schools Division of Benguet

DepEd-Benguet Division
 APR 02 2024
 RELEASED

April 1, 2024

DIVISION MEMORANDUM

No; 109 s. 2024

To: Office of the Assistant Schools Division Superintendent
 Chief Education Supervisors- SGOD and CID
 Public Schools District Supervisors/ Districts In-charge
 School Heads
 All Others Concerned

**Conduct of the Second Regular Division Management Committee Meeting
 (DEXECOM)**

1. Relative to RM NO. 183, S. 2024, "Conduct of the 2nd Regular Management Committee (Mancom) Meeting", this office wishes to inform that the conduct of DEXECOM will be on April 8, 2024 at the Adivay Hall, at 8:30 AM- 5:00 PM.

2. The objective of this meeting is to provide the management committee on the status of the following:

AGENDA	DISCUSSANT
Budget Utilization Rate	Finance
Instructional Programs/ Reading Program/ Catch up Fridays	CID, PSDSs/PSDI
Conduct of SEA-PLM	
CARAA Matters	SDO Sports Coordinator
Downloading of Remittances and HDMF	Admin
PPAs Implementation for the First Quarter	CID SGOD OSDS

3. In preparation for the meeting, discussants are requested to submit their power point presentation to the Secretariat(CID- Mr. Oliver S. Laurian Jr.; OSDS- Ms. Rose Ann B. Beliano; SGOD- Ms. Melody B. Alingbas) on or before **April 4, 2024**.




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4. If unable to attend due to an equally significant commitment, please ensure a representative is sent in your place.
5. Attached are the template for the PPAs implementation, list of participants and flow of the activities.
6. Meals, snacks, and kits for the one (1) day activity will be charged against Division MOOE subject to the usual government accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is desired.


SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent 



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Attachment 1. PowerPoint Template

KRA	PHYSICAL				
	TARGET	ACTUAL	%	DATE of Implementation	REMARKS (OUTCOME)
(Activity)					
	FINANCIAL				
	TARGET	ACTUAL	%	REMARKS	

ATTAINED TARGETS	REASONS	RECOMMENDATION

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CATCH-UP PLAN

PPAs not Conducted for the Quarter	REASONS	RECOMMENDATION

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OTHER PPAs CONDUCTED FOR THE QUARTER (non funded and value added output)

NON- FUNDED PPAs	Date of Implementation	Outcome

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Concerns, Issues, Gaps, Problems and Proposed Resolutions

CIGPs	KRA	REMARKS	PROPOSED RESOLUTION

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Attachment 2. List of Participants

	Office	Name
1	SDS	Sally L. Banaken-Ullalim
2	OIC-ASDS	Samuel T. Egsaen Jr.
3	Accounting	Florinda C. Pagoy
4	Budget	Florabel Buclay
5	Properties and Supply	Florabel Balanon
6	Cash	Joyce Gavino
7	Records	Melvin Alfredo
8	Legal	Atty. Nover Singgangan
9	ICTU	Eric Wanson
10	Personnel	Maricel Codimdim
11	SGOD CES	Lucio B. Alawas
13	EPS	Cesar Luma-ang
14	Physical Facilities	Engr. Melba Himmoldang
15	SMME	Corazon Quipot
16	HRDS	Xylene Grail Kinomis
17	DRRM	Nerissa Barbosa
18	SMN	Arvin Doman
19	Planning	Jeanette I. Kiong
20	Research/HRDS	Stephen Bulalin
21	BAC	Mahal Rifani
22	Youth Formation	Murphy Liswid
23	SHNS	Dr. Kirsty Depnag
24	CID CES	Rizalyn Guznian
25	LR	Sonia Dupagan
26	PSDS-Atok	Simon Backian
27	PSDS- Bakun	Virginia Salio-an
28	PSDS-Buguias	Marilyn Zarate
29	DCP-Bokod	Emilyn Medina
30	PSDS-Itogon I	Jonathan Sadey
31	DCP-Itogon II	Juliet Baldo
32	PSDS- Kabayan	Marylin Tolbe
33	PSDS -Kapangan	Roberto Pablo Jr.
34	DCP - Kibungan	Daniel Pascaden
35	PSDS-La Trinidad	Delarosa Delmas
36	PSDS- Mankayan	Marcelino Baldo
37	DCP-Sablan	Lilian Ulep
38	PSDS-Tuba	Melchor Tican
39	PSDS-Tublay	Aladdin Dobinto
40	EPS	Macarthy Malanes



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41	EPS	Merlyn Conchita de Guzman
42	EPS	Francis Peckley
43	EPS	Remy Dum-ao
44	EPS	Erlinda Quinuan
45	EPS	Samuel Ayangdan
46	EPS	Jardson Onio
47	PAO	Lorna Yaco
48	Secretariat	Melody B. Alingbas
49		Oliver S. Laurian Jr.
50		Rose Ann B. Beliano

Nothing follows***



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Attachment 3. Matrix Flow

TOPIC/S FOR DISCUSSION OR INFORMATION		DISCUSSANT/ PRESENTER	REACTOR
DAY 1			
Preliminaries (FRC)		FRC in-charge	
Reading of Previous Minutes		Rose Ann B. Beliano	Participants
Orientation on Meeting Flow		Samuel T. Egsaen Jr.	
For Presentation and Discussion	Budget Utilization Rate	Florabel E. Buclay/ Florinda C. Pagoy	Participants
	Instructional Programs/ Reading Program/ Catch up Fridays	CID	Participants
	SEA-PLM	Francis F. Peckley	Participants
	<i>Lunch Break</i>		
	CARAA Matters	Cesar B. Luma-ang	Participants
	Downloading of GSIS and HDMF Remittances to SDSs	Maricel S. Codimdim	Participants
	Other Reminders	ASDS and Unit Heads, PSDSs/PDIs	Participants
	SDS Hour	SDS Sally B. Ullalim	Participants
Closing Prayer: (any of the participants)			
Facilitator: SMME			

nothing follows



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