



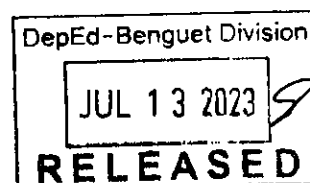
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

11 July 2023

DIVISION MEMORANDUM

No. 231, 52023

**TO: School Governance and Operations Division
Curriculum Implementation Division
Public Elementary and Secondary Schools
All others concerned**



**LEARNING FACILITATORS AND SECRETARIAT MEMBERS FOR THE VARIOUS
LEARNING AND DEVELOPMENT ACTIVITIES SCHEDULED DURING THE
SCHOOL BREAK IN JULY AND AUGUST 2023**

1. In light of the various SDO trainings and seminars for teachers and school heads scheduled in various dates of July 17 to August 26, 2023, the services of the following personnel are hereby engaged to serve as facilitators and secretariat during the capability building activities:

Name	Name of School
1. Anfe Calapen	Lepanto ES
2. Janith Laruan	Buyagan ES
3. Twinkle Asudera	Virac IS
4. Jennilyn Alfredo	Balili ES
5. Mercy Rose Pangesfan	La Trinidad CS
6. Julie Ann B. Soriano	Longlong ES
7. Greg F. Garcia	Pagal ES
8. Rebeca J. Visaya	Tagadi Housing ES
9. Ishmael Aaron B. Bismonte	Batuan ES
10. Annabel B. Dulatre	Camp 4 ES
11. Harruel Bryse M. Cawas	Poyopoy ES
12. Divine C. Rosana	Toybongan ES
13. Karen L. Villegas	Kiwas IS
14. Caiver B. Olay	Basil ES
15. Mahal Rifani	SDO
16. Roselle Kristine Waguis	SDO
17. Xylene Grail D. Kinomis	SDO
18. Denver Dokey	CRSHS
19. Efagenia Paing	Balili ES
20. Twinkle Asudera	Virac
21. Gary Frondarina	Baguio Gold Elementary School
22. Juvy Langpawen	Tuba
23. Jayferd Pulac	Pontino Elementary School
24. Jonalyn Gayaso	Tuba Central ES
25. Genevieve Castro	Wangal Elementary School



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26. Arceli Galasgas	Eastern La Trinidad National High School
27. Jacqueline Balwang	Bekkel ES
28. Josan Sagantiyoc	Balukas Elementary School
29. Wilber G. Gondales	Guinaoang National High School
30. Gerald S. Salda	Ambangeg NHS
31. Joan Hertimia Wagang	Ampusongan Bakun
32. Jocelyn Bumanghat	Tuba
33. Jhov Cosendo	BeNHS
34. Shiaiane T. Cabuten	Sablan NHS
35. Brenda Matias	Kapangan
36. Vicenta Danigos	Bakun
37. Rosita Bosantog	Buguias
38. Claire Balasin	Buguias
39. Cesar S. Martin	Atok
40. Jomar Palileng	Loo NHS
41. Jayson Gonzales	SDO
42. Jeoben Agnanao	Tuba CS
43. Murphy Liswid	SDO
44. Cliftone Bangse-il	SDO
45. Ide Liwanen	SDO
46. Jardson S. Onio	Mankayan

2. As such, they shall perform the following roles and responsibilities during the trainings:

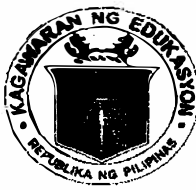
- a. coordinate with the program holder for the provision of materials specified in the training program;
- b. prepare details for the Opening and Closing Program;
- c. ensue the smooth flow of the Opening, Closing Program, and Management of Learning;
- d. ensure that the attendance sheets are completely and properly signed by the participants;
- e. assist in the training delivery, holds audience attention and encourages participation of participants before and after delivery of topics;
- f. coordinate with the program holder for concerns on menu specially involving religious and diet restrictions;
- g. provide signal to the facilitators for health and lunch breaks;
- h. ensure on time delivery of food service;
- i. prepare certificates

3. The group will be organized into two; one for **Enriching Curricular Knowledge and Skills of Teachers and School Leaders Across All Learning Areas under Project LIGAA** and the other for **Addressing Curricular Support Initiatives of Teachers and School Leaders Under Project LIGAA Shi Benguet**. Mr. Ide Liwanen will be the team leader for the former while Mr. Stephen Bulalin will take the lead for the latter.



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4. The identified facilitators shall refer to the attached list of activities (enclosure 1) to guide them in the preparation and performance of the above stated function. The identified facilitators will meet on June 30, 2023 at a venue to be communicated later.
5. For the trainings sessions that fall on Saturdays and Sundays, Compensatory Overtime Credits/ Service Credits will be given to the facilitators and secretariat of the various L&D activities.
6. Immediate and widest dissemination of this memorandum is directed.

SALLY L. BANAKEN-ULLALIM CESO V
Schools Division Superintendent

Encl: As Stated
SGOD/LBA/HRDS 11 July 2023



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