



Republic of the Philippines
Department of Education
Schools Division of Benguet

September 16, 2021

DIVISION MEMORANDUM

No: 382 s. 2021

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors/District Coordinators
Elementary and Secondary School Heads
All Concerned

Subject: **Composition of Division Technical Assistance Team**

1. Anent Regional Memorandum 412 s. 2021 entitled "Utilization of the Technical Assistance Mechanism Manual of Operations (TAMMO)" which aims to provide clear procedures, guidelines, tools, and suggested structure in implementing the Technical Assistance Mechanism. The Schools Division Office issued this composition of Division Technical Assistance Team:

Chairperson: Gloria B. Buya-ao, SDS
Co-Chair: Carmel F. Meris, OIC-ASDS
Team Leader: Lucio B. Alawas, Chief- SGOD
Co-Team Leader: Rizalyn A. Guznian, EdD, Chief-CID
Members:

All Education Program Supervisors
All PSDSs and CPs
All SEPSs
All EPSpII
Designated District Coordinators (identified by the PSDSs/CPs)
ICTO
Legal Officer
Accountant III
Administrative Officer V (Admin)
Administrative Officer V (Budget)

2. The Education Program Supervisors shall be teamed with the PSDS/CP under their guardian Districts, they will serve as the extended arm of the division management in reaching the schools.
3. The EPSs shall act as the team leader to ensure accountability, they will manage the functioning of their TA team and reports directly to Chief (CID and SGOD)/ Office of the SDS and ASDS during meetings.



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4. The other members of the team will help/ assist team leaders in carrying out their roles and functions in providing Technical Assistance to Schools.
5. Immediate dissemination and compliance of this memorandum is desired.


Gloria B. Buya-Ao
Schools Division Superintendent

Reference:

*Regional Memo 412 series 2021 – Utilization of the Technical Assistance Mechanism Manual of Operations (TAMMO)
Enclosure 1 to RM 268.2021 – Composition of the Division Field Technical Assistance Team (DFAT)*



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COMPOSITION OF SDO- BENGUET FIELD TECHNICAL ASSISTANCE TEAM

Division: **BENGUET**
 Chairperson: **GLORIA B. BUYA-AO, Schools Division Superintendent**
 Vice-Chairperson: **CARMEL F. MERIS, OIC- Assistant Schools Division Superintendent**

COMMITTEES/ AREAS OF CONCERN	TEAM LEADER	Email Address	MEMBERS	Email Address	ROLES/ FUNCTIONS/ TERMS OF REFERENCE
Curriculum Management	Rizalyn A. Guznian, EdD Chief- CID	Rizalyn.guznian@deped.gov.ph	All CID EPSs, PSDSs, and CPs EPSpl	Francis.peckley@deped.gov.ph Macarthy.malanes@deped.gov.ph Warden.baltazar@deped.gov.ph Norbert.lartec@deped.gov.ph Samuel.ayangdan@deped.gov.ph Merlynconchita.deguzman@deped.gov.ph Wilfred.bagsao@deped.gov.ph Erlinda.quinuan@deped.gov.ph Rodriguez.belino@deped.gov.ph Rose.anapen@deped.gov.ph Aladin.dobinto@deped.gov.ph Virginia.salioan@deped.gov.ph Ludenia.salioan@deped.gov.ph Joseph.pacpacp@deped.gov.ph Emilyn.medina@deped.gov.ph Jonathan.sadey@deped.gov.ph Molly.ablaza@deped.gov.ph Juliet.baldo@deped.gov.ph Delarosa.delmas@deped.gov.ph Marcelino.baldo@deped.gov.ph Karen.tegan@deped.gov.ph Melchor.tecan@deped.gov.ph Simon.backian@deped.gov.ph	Provide strategic and technical inputs towards the full implementation of the articulated basic education curriculum, enforcing curriculum standards, localization, and indigenization of the articulated curriculum to suit the conditions and context of the locality and ensuring access to quality and varied learning resources.
LRDMS	Sonia D. Dupagan	Sonia.dupagan@deped.gov.ph	Antionette Sacyang Melvin Alfredo	Antionette.sacyang@deped.gov.ph Melvin.alfredo@deped.gov.ph	Provide technical basis for assessing, acquiring, adapting, developing, producing and



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					distributing quality learning and teaching resource materials for students and instructional support materials for teachers.
SGOD Matters	Lucio B. Alawas	Lucio.alawas@deped.gov.ph	Cesar B. Luma-ang	Cesar.lumaang@deped.gov.ph	strengthens Schools and Learning Centers' capacity to create a conducive environment for the teaching-learning process to take place, provide for the holistic development of learners, and ensure their readiness to learn through timely planning, mobilization, and equitable distribution of sufficient resources, development of the human resource, provision of technical assistance and building of strong partnership with stakeholders for increased support and resources for the effective and efficient implementation of sustainable programs, projects and services towards increasing access and enhancing the delivery of quality basic education.
1. Human Resource Management and Development			Xylene Grail D. Kinomis	Xylenegrail.kinomis@deped.gov.ph	provides technical supports in the implementation of a strategic HRD plan, operationalize the HRD systems, develop its components to suit local situation, and provide technical assistance to the Schools Division Office through the TA
			Elvernice Fanged	Elvernice.fanged@deped.gov.ph	



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					<p>teams to deliver quality and sustainable HRD services towards acquisition and development of competent personnel in the region.</p> <p>Provides technical assistance in preparing the HR strategic and operational plans of schools and learning centers and the division office units.</p>
2. Social Mobilization and Networking DRRM			Arvin M. Doman	Arvin.doman@deped.gov.ph	<p>ensures the provision of adequate resources to schools and learning centers by strengthening and sustaining relationships and collaboration of education partners and stakeholders, and mobilizing resources, and providing technical assistance to support special programs and projects towards increasing access and enhancing the delivery of quality basic education</p>
			Lorna M. Yaco	Lorna.yaco@deped.gov.ph	
			Nerissa I. Barbosa	Nerissa.barbosa@deped.gov.ph	
3. School Health and Nutrition			Mary Grace Matias-Gumpic	Marygrace.matias@deped.gov.ph	<p>promotes and maintains the physical and mental well-being and readiness of learners to learn, by planning, formulating strategies for health and nutrition programs. Provides supervisory functions to health personnel in the conduct and monitoring of Health and Nutrition Program Services and establishes viable and sustainable linkages with</p>



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