



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS


25 March 2025

DIVISION MEMORANDUM

No. 169, s. 2025

**MEETING RELATIVE TO SY 2024-2025 DIVISION CHECKING OF
FORMS**

- To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
All Others Concerned
1. Schools Division of Batangas will conduct a meeting relative to the SY 2024-2025 Division Checking of Forms on March 28, 2025, 9:30 AM onwards to be held at Ibaan Central School, Brgy. Poblacion, Ibaan, Batangas.
 2. The activity aims to re-orient participants on DepEd Order No. 11 s. 2018, which will ensure smooth preparation and checking of school forms at school and division level.
 3. The participants in this activity are Assistant Schools Division Superintendents, Functional Division Chiefs, Public Schools District Supervisors and members of Division Checking Committee (Enclosure 1).
 4. This memorandum serves as Travel Order of the participants.
 5. Traveling expenses incurred in attending this activity shall be charged against Division MOOE/local funds subject to usual accounting and auditing rules and regulations.
 6. For queries and clarifications, feel free to contact and send email to sdobatangas.cid@deped.gov.ph or sdobatangas.planning@deped.gov.ph.
 7. Immediate and wide dissemination of this memorandum is desired.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent



AUD/MEETING RELATIVE TO SY 2024-2025 DIVISION CHECKING OF FORMS/R2-141797/03-25-2025



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Enclosure 1

COMPOSITION OF DIVISION CHECKING COMMITTEE

Chairperson: David M. Nuay
Chief Education Program Supervisor, CID

Vice Chairperson: Mario B. Maramot
OIC - Chief Education Program Supervisor, SGOD
Public Schools District Supervisor

Members:

Curriculum Implementation Division

Ma. Leticia Jose Basilan
Rosalinda A. Mendoza
Juvita Landicho
Mercy R. Villanueva
Miguel B. Ulate
Elizabeth R. Tolentino
Macaria Carina C. Carandang
Jimmy J. Morillo
Loreta V. Ilao
Emerson Dalangin
Rosemarie A. Encarnacion
Jesusa Perez
Mark Joshua Hagosojos
Anselma Ebero
Elizalde L. Piol

Schools Governance and Operations Division

Marian L. Arias
Anabel E. Magalona
Cora V. Samson
Evelyn C. De Sagun
Rodrigo S. Castillo
Aris U. Dimaano
Leoncia B. Maramot
Jessa S. Guerra
Noah P. Duque
James Angelo T. Ano
Engr. John Albert L. Tiquis
Dra. Khareen Cadano
Maybe Bueno
Frances Aguilar
Rosemarie J. Gonzales