



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

28 Aug 2025

DIVISION MEMORANDUM

No. 447, s. 2025

10TH DIVISION MANAGEMENT COMMITTEE MEETING

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Schools Division of Batangas will conduct the 10th Division Management Committee Meeting with the theme ***“Aligning Focus, Defining Progress”*** on September 3-4, 2025, 8am onwards at Sotogrande Batangas Hotel, Diversion Road cor. Catalina Ave., Brgy. Maghinao Uno, Bauan, Batangas.

2. This activity aims to:

- a. Communicate SDO strategic initiatives with focus on strengthening curriculum, governance and operations;
- b. Present progress of SDO programs, projects and activities and its impact to school performance;
- c. Disseminate information and updates that will guide school leaders in decision making thereby assuring efficient school operations;
- d. Recognize school achievements and accomplishments contributory to the attainment of SDO mandates;
- e. Enlist participation and commitment of all key personnel in the SDO and schools to agreed deliverables and timelines to ensure that required compliance are met.



3. The participants in this activity are Assistant Schools Division Superintendents, Functional Division Chiefs, Administrative Officer V – Administrative Unit, Administrative Officer IV – Personnel Section, Legal Officer, Planning Officer, IT Officer, Education Program Supervisors, Division ALS Focal Person, Senior Education Program Specialists, Medical Officer, Division Engineer, Public Schools District Supervisors, Public Elementary and Secondary School Heads, and Assistant/OIC-Assistant School Principal II. They are advised to wear prescribed office/school uniform.

4. Expenses for food and accommodation amounting to One Thousand Two Hundred Pesos (Php 1,200.00) shall be collected per participant at the venue by sub-office.



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5. Expenses incurred relevant to the conduct of this activity shall be charged against Division and School MOOE/Canteen/local funds subject to usual accounting and auditing rules and regulations.
6. The schedule of the participants and members of Technical Working Group are listed in the attached Enclosure 1.
7. This memorandum serves as Travel Order of the participants.
8. Adherence to health and safety protocols is highly encouraged.
9. For queries and clarifications, feel free to contact and send email to sdobatangas.sgod@deped.gov.ph.
10. Immediate and wide dissemination of this memorandum is desired.


MARITES A. IBÁÑEZ, CESO V
Schools Division Superintendent 

Enc. As Stated

Reference: None

To be indicated in the Perpetual Index under the following subject:

Issuances-Division Memorandum

AUD/10TH DIVISION MANAGEMENT COMMITTEE MEETING/S2-111303/08-28-2025

Enclosure 1



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

10TH DIVISION MANAGEMENT COMMITTEE MEETING
September 3-4, 2025

DATE	Participants
September 3, 2025	<p>PSDS, School Heads, ASP II, OIC – ASP II</p> <ol style="list-style-type: none">1. Congressional District 12. Congressional District 3 <p>SDO Participants</p> <ol style="list-style-type: none">1. Marites A. Ibanez2. Jofit P. Dayoc3. Rhina O. Ilagan4. Mario B. Maramot5. David M. Nuay6. Lou C. Panaligan7. Atty. Karen M. Salimo8. Aris U. Dimaano9. Joemar B. Perez10. Miguel B. Ularte11. Macaria Carina C. Carandang12. Elizabeth R. Tolentino13. Jimmy J. Morillo14. James Alfred Ellar15. Marian L. Arias16. Engr. John Albert L. Tiquis17. Dra. Khareen Cadano18. Evelyn C. De Sagun <p>TWG: Program Facilitator: Louie Alvarez</p> <p>Technical /Program/ Documentation / Registration / Certificates</p> <ol style="list-style-type: none">1. Ernani A. Catapat2. Elizalde Piol3. Evelyn C. De Sagun4. Leoncia B. Maramot <p>Medical</p> <ol style="list-style-type: none">1. Arjay Petil2. Randy Malabanan
September 4, 2025	<p>PSDS, School Heads, ASP II, OIC – ASP II</p> <ol style="list-style-type: none">1. Congressional District 2



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	<p>2. Congressional District 4</p> <p>SDO Participants</p> <ol style="list-style-type: none">1. Marites A. Ibanez2. Jofit P. Dayoc3. Rhina O. Ilagan4. Mario B. Maramot5. David M. Nuay6. Lou C. Panaligan7. Atty. Karen M. Salimo8. Aris U. Dimaano9. Joemar B. Perez10. Loreta V. Ilao11. Emerson Dalangin12. Ma. Letecia Jose Basilan13. Mercy R. Villanueva14. Rosalinda A. Mendoza15. Rosemarie A. Encarnacion16. Anabel E. Magalona17. Cora V. Samson <p>TWG: Program Facilitator: Rundolph Abanto</p> <p>Technical / Program/ Documentation / Registration / Certificates</p> <ol style="list-style-type: none">1. Ernani A. Catapat2. Elizalde Piol3. Cora V. Samson4. Anabel E. Magalona <p>Medical</p> <ol style="list-style-type: none">1. Rowena Aguila2. Princess Espina
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