



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY



Zone 3, Poblacion, El Salvador City
Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM

No. 354, s. 2018

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Education Program Supervisors
Section Heads
Public Elementary and Secondary School Heads
This Division

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**
OIC, Schools Division Superintendent *JST 11/06*

Subject: New Composition and Functions of Division School Based-Management (SBM)
Coordinating Team

Date: November 6, 2018

1. In conformity with DepEd Order No.83, s.2012 re: *Implementing Guidelines on Revised School-Based Management (SBM) Framework, Assessment Process and Tool Management (SBM) Manual of Operations: A Contextualized Version*, this Division designates the following as members of the Division School-Based Management Coordinating Team for School Year 2018-2019.

Chair: Jesnar Dems S. Torres, Ph.D., CESE
OIC, Schools Division Superintendent

Vice Chair: Aliena S. Dajay, Ph.D
OIC, Assistant Schools Division Superintendent/Chief ES-CID

Team Leader: Rolly B. Labis, Ed.D
Chief ES-SGOD

Co-Team Leader: Fritzie C. Sillabe, EPS

Team Members: Nilo L. Lomongo, EPS-II/Division SBM Coordinator
Aster M. Gallega, PSDS
Grace P. Paculba, EPS
Helen E. Maasin, EPS
Anabelle M. Mamaclay, EPS
Lorna H. Estrosas, EPS
Balve G. Granido, EPS



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Manuel A. Janubas, EPS
Genevieve E. Lusterio, EPS
Roque R. Sabasaje, EPS
Kevin B. Asequia, Planning Officer III
Herminigildo B. Pantin, Planning Officer II
Maricel B. Jangao, Accountant III
Stephanie O. Saligumba, Budget Officer III
Jeffrey M. Martinez, Administrative Officer V
Gladys Grace H. Cabeltes, Medical Officer-III
Maricris P. Quismundo, Education Program Specialist II
Tonnie Mae M. Gonzales, Division Engineer
Alan T. Saculigan, Supply Officer II

2. The functions of the Division SBM Coordinating Team are the following:

- a. review Self-Assessment Validation Forms submitted by the School Heads;
- b. prepare the schedule in the conduct of assessment validation;
- c. validate the accuracy of data and computations in the SBM assessment validation forms;
- d. award certificates and/or other forms of incentives to schools that have attained Level 1 of SBM Practice; and
- e. recommend schools for Level II and Level III assessment validation.

3. Immediate and wide dissemination of this Memorandum is desired.