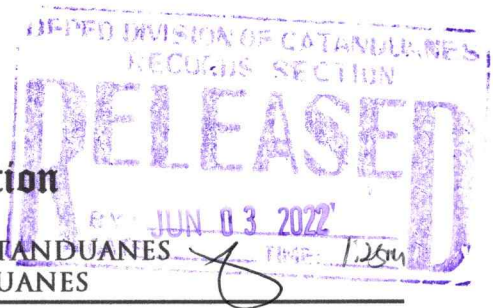





Republic of the Philippines  
**Department of Education**  
REGION V – BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES  
SAN ROQUE, VIRAC, CATANDUANES



**MEMORANDUM**

TO : Chief Education Supervisors  
Public Schools District Supervisors/In-Charge of the District  
Concerned School Heads  
All Others Concerned

FROM : By the Authority of the SDS

  
**EVA S. TOLENTINO**  
Administrative Officer V  
Officer-in-Charge

DATE : June 03, 2022

SUBJECT : **ORIENTATION OF THE PROGRAM MANAGEMENT TEAM (PMT) re DIVISION CAPACITY BUILDING ON THE IMPLEMENTATION OF THE DIVISION RESEARCH MANAGEMENT GUIDELINES AND POLICY GUIDELINES IN THE CONDUCT OF INNOVATION PROJECTS**

1. This Office requests all members of the **Program Management Team** (re Division Capacity Building on the Implementation of the Division Research Management Guidelines and Policy Guidelines on the Conduct of Innovation Projects) for an orientation meeting, **07 June 2022 (Tuesday) from 1:00 p.m. to 5:00 p.m. at the SGOD Office.**
2. This activity aims to orient the Program Management Team on their terms of reference and eventually finalize the session plan/learning plan relative to the conduct of the Capacity Building activity.
3. Participants to this orientation are the identified Learning Facilitators, support staff, and the executive committee, whose names appear in the list as attached.
4. For information and compliance of all concerned.





Republic of the Philippines  
**Department of Education**  
REGION V – BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES  
SAN ROQUE, VIRAC, CATANDUANES

---

<b>PROGRAM MANAGEMENT TEAM</b>		
Executive	MA. LUISA T. DELA ROSA	OIC-SDS
	MARY JEAN S. ROMERO	Chief ES – SGOD
	ROMEL G. PETAJEN	Chief ES – CID
	AROLINE T. BORJA	EPS – SGOD
Program Managers	ANJO G. TUGAY	SEPS
	REY C. BONAYON	Planning Officer III
Members	ANGELO JAMES O. AGUINALDE	Accountant III
	MARISOL T. LIM	SPIII/In-Charge of the District
	EFREN O. MATIENZO JR.	SPI – Palumbanes IS
	JUPITER L. TORNIO	HTIII – Carorian ES
	HAZEL GRACE T. VARGAS	TIII – Catanduanes NHS
JAYVEE R. TESORERO	TI – Gigmoto RDHS	
Support Staff	JEKYL KYRR G. BONAVENTE	Admin. Aide I
	DAVE B. TANTIADO	Admin. Aide I

