



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City

DEP-ED - TABUK CITY

JAN 26 2022

RECORDS UNIT
25 January 2022

Office of the Schools Division Superintendent

Division Memorandum

No. 18, s. 2022

**COMPOSITION OF DIVISION SCHOOL-BASED MANAGEMENT (SBM) TASK
FORCE FOR THE YEAR 2022**

To: Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
Administrative Officer V
Public and Private Elementary and Secondary School Heads
All others Concerned

1. To strengthen the School-Based Management (SBM) and to facilitate assessment, process and tools, and in compliance to RM 23, s 2022, this is to announce the composition of the Department of Education- Tabuk City Division SBM Task Force with their term of reference, and functions as follows:

Position/ Role	Person Involved	Functions and Terms of Reference												
Management Team	Irene S. Angway, OIC-SDS <i>Chairperson</i>	➤ Manages the over-all SBM validation ➤ Approves SBM Level of Practice of recommended schools ➤ Plans for the details, recommends procedures or guidelines in the validation ➤ Assists the SBM Core Team in the provision of Technical assistance ➤ Provides supports in the conduct of SBM validation of schools ➤ Conducts ocular visits to schools												
	Feliciano L. Agsaoay Jr, OIC-ASDS <i>Co-chairperson</i>													
	Sally P. Feken, CES Ramonchito A. Soriano, CES <i>Focal Persons</i>													
	Doddie Marie L. Duclan, EPS <i>Coordinator</i>													
	Members:													
	<table><tr><th>PSDSs</th><th>EPSs</th></tr><tr><td>Ferdinand A Malagyab</td><td>Emmanuel Ubuan</td></tr><tr><td>Joan M. Ranjo</td><td>Cresencia Naoy</td></tr><tr><td>Emily B. Langkit</td><td>Thelma Galicia</td></tr><tr><td>Henry M. Alunday</td><td>Loriet Iyadan, PDO II</td></tr><tr><td>Corazon G. Bravo</td><td>Nicasio Sumarita Jr.</td></tr></table>		PSDSs	EPSs	Ferdinand A Malagyab	Emmanuel Ubuan	Joan M. Ranjo	Cresencia Naoy	Emily B. Langkit	Thelma Galicia	Henry M. Alunday	Loriet Iyadan, PDO II	Corazon G. Bravo	Nicasio Sumarita Jr.
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	Ferdinand A Malagyab		Emmanuel Ubuan											
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Corazon G. Bravo	Nicasio Sumarita Jr.													



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	Agustina B. Loton	Maribel Bravo	
	Robert B. Binhaon	Felicitismo Felix	
	Karen W. Tabanganay	Helen Orap	
	Agustina N. Lomeng	Josefina Balisong	
	Cornelia D. Peralta	Marionette Dooma	
	All ADAS		
SBM Core Team	Sally P. Feken Doddie Marie L. Duclan Federico C. Flores Kenneth A. Atiwag SGOD District in-charge: Harriet Buslig; Allan Galanza Menchie Gamongan; Frances Gacuya Ana Marie Bucahan; Deewaii Bagayao Efren Danag; Maria Medea Vallejo Joan Reyes		➤ Coordinates and collaborates with the Schools' and RO SBM Task Force members ➤ Leads in the validation process ➤ Facilitates the smooth conduct of the validation ➤ Assists in the validation of schools ➤ Provides T.A. to schools ➤ Prepares validation report and endorses schools validated
Record Keeper	Kenneth A. Atiwag		➤ Keeps all SBM validation records/data and documents; prepares and manages the release of certifications of validated and approved schools in coordination with PRAISE

2. The task force shall work collaboratively in the performance of duties and functions for the proper implementation and improvement of SBM practices of the schools with the help of the Enhanced Project #VitalForce (Virtualizing Inputs, Technical Assistance, and Learning Frameworks to Optimize Resources and Cater to the Essentials).
3. The team shall validate SBM Level 2 schools with reference to RM no. 435. S. 2021 in accordance with the IATF protocols and standards.
4. Immediate dissemination of and strict compliance to the memorandum is directed.


IRENE S. ANGWAY PhD, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent



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