



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY
BCS Compound, Purok 02, Bulanao Norte, Tabuk City



Office of the Schools Division Superintendent

March 24, 2025

DIVISION MEMORANDUM
No. 191, s.2025

**CAPABILITY BUILDING ON THE BUDGET OF WORK (BOW)
AND SHIFTING FOR MULTIGRADE SCHOOLS**

To : Public District Supervisors
Public Elementary Multigrade Schools
All other concerned

1. This office announces the Conduct of Capability Building on the Budget of Work (BOW) and Shifting for Multigrade Schools on March 28-29, 2025 at the Tree Tops Eco Adventure Resort (Live out).
2. This activity aims to:
 - a. Upskill/reskill MG teachers on BOW and shifting;
 - b. Update newly-hired and reassigned teachers on the MG program; and
 - c. Align MATATAG curriculum on the MPPE implementation.
3. All identified participants (see enclosure) are advised to bring with them laptops and extension cords for the workshop. Incidental expenses in attending the seminar-workshop shall be charged to the local funds subject to the usual accounting, auditing rules and regulations. Further, all attendees shall be given CTO and service credits for teachers on March 29, 2025 (Saturday).
5. Immediate dissemination of this Memorandum is desired.


BENEDICTA B. GAMATERO PhD CESO V
Schools Division Superintendent



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CapB on BOW and Shifting for MG Schools (Treetops Pax)

PD Program Management Team

No.	Name	Position	TOR
1	Benedicta B. Gamatero PhD CESO V	SDS	Program Owner
2	Jan Nowel E. Pena	ASDS	Co-program Owner
3	Ramonchito A. Soriano	CES	Program Manager
4	Nicasio C. Sumarita, Jr.	EPS	Proponent/Learning Manager/RS
5	Feliciano L. Agsaoay Jr.	EPS	Secretariat/Documenter/Faci
6	Jay-ar Balahoy	ADA VI	Logistics Officer
7	Jocelyn L. Lomeng	Nurse II	Welfare Officer
8	Sixto D. Lang-ay Jr.	Acct. III	Finance Officer
9	Vincent Martinez	EPS II	M & E Coordinator
10	Maribel M. Bravo	EPS	Resource Speaker

Name of of Actual Participant

No	Participants	School	Grade Handled	Sex	Position
1	Abbacan, Shirly	Toppan ES	Grade 2 & 3	Female	MT 1
2	AGCON, MARICRIS F.	Tangbay ES	Grade 5 & 6	Female	T 1
3	Agpad,joan grace b.	New Bangad elem.	Grade 4 to 6	Female	T 2
4	Alingcao, Valerie Faith M.	Tuliao ES	Grade 1 & 2	Female	MT - 1
5	Alngag, Rodora G.	Camp Conrado M. Balweg ES	Grade 3 & 4	Female	T 1
6	Alunday, Rowena L.	New Balbalan ES	Grade 3 & 4	Female	MT 1
7	Awica, Freda	Mansanita ES	Grade 4-6	Female	T 1
8	Bantiag, Julit D.	Sotto ES	Grade 1 & 2	Female	T 2
9	Barnatia, Mary Jane D.	Burayukan ES	Grade 3 & 4	Female	T 3
10	Basitao, Claire	Suyang ES	Grade 3 & 4	Female	T 3
11	Binoloc, Gemma	Madapdapig ES	Grade 3 & 4	Female	T 3
12	Bumangit Eva L.	Hilltop Elementary School	Grade 3 & 4	Female	T 2
13	Bumatnong, Brenda C.	Balatoc ES	Grade 4-6	Female	T 2
14	Bungaoen,Bregida L.	Magabbangon ES	Grade 3 & 4	Female	T 3
15	Calumnag, Sharon B.	Amlao Elementary School	Grade 5 & 6	Female	T 3
16	Camangan, Desiree T.	Malalao ES	Grade 4 & 5	Female	T 3
17	Carpio, Liza S.	Lucog Elementary School	Grade 5 & 6	Female	T 3
18	Cawas, Donna Marie	Gawidan ES	Grade 2 & 3	Female	T 3
19	Comia-as, Rowena Ann P.	Mallong ES	Grade 4-6	Female	T 1
20	Dalacnas Charlie A.	Hilltop Elementary School	Grade 5 & 6	Male	T 3
21	Dangatag, Larry M.	Dalnacan ES	Grade 5 & 6	Male	T 3
22	Dangle. Sherylle W.	Naneng ES	Grade 4 & 5	Female	T 3
23	Dumaguing, Sharon C.	Paligatto ES	Grade 3 & 4	Female	T 3
24	Dumayag Jenny Lyne D.	Paligatto ES	Grade 1 & 2	Female	T 2
25	Fulgencio, Genevive R.	Lucog ES	Grade 5 & 6	Female	T 3
26	Lawagan, Vanessa T.	Callagan ES	Grade 3 & 4	Female	T 1
27	Langngag, Miriam B.	New Balbalan ES Ext.	Grade 3 & 4	Female	T
28	Liab, Erica	Cataw ES	Grade 5 & 6	Female	T 1
29	Libalib, Chona O.	Dupag Elementary School	Grade 5 & 6	Female	T 1
30	Licudine, Flore-ann	Nambucayan ES	Grade 1 & 2	Female	MT 1

No	Participants	School	Grade Handled	Sex	Position
31	Lugaw, Sheena	Burayukan ES	Grade 1 & 2	Female	MT 1
32	Lunang, Anselma L.	Pao Elementary School	Grade 5 & 6	Female	T 1
33	Mangliwan, Hazel B.	Bullaguian ES	Grade 5 & 6	Female	T 3
34	Medrano, Liberty, F.	Addang ES	Grade 5 & 6	Female	T 2
35	Molina, Julie O.	Gradual Discovery ES	Grade 1 & 2	Female	T 3
36	Paclay, Novagrail N.	Banagan ES	Grade 4-6	Female	T 3
37	Sacgod, Gina M.	Mansanita ES	Grade 5 & 6	Female	T 1
38	Turingan, Hilda	Burayukan ES	Grade 5 & 6	Female	T 2
39	Velasco, Revelyn F.	Gaogao ES	Grade 2 & 3	Female	MT 1
40	Wassig, Jasmin M.	Gradual Discovery ES	Grade 4-6	Female	T 3

Prepared by:

NICASIO C. SUMARITA, JR.
EPS – MG Focal