Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

March 03, 2021

DIVISION MEMORANDUM NO. 143, s. 2021

CHANGES TO DIVISION MEMORANDUM NO. 002, S. 2021
(MANDATED COMMITTEES IN SDO FOR CY 2021)

TO: **Assistant Schools Division Superintendent**
SGOD Chief & CID OIC – Chief
Education Program Supervisors / OIC-EPS
Public Schools District Supervisors/ Acting PSDS
Functional Section Heads
Elementary & Secondary School Heads
Teaching & Non-Teaching Personnel
All Other Concerned

1. In adherence to the provisions of DepEd Order 008, s. 2021 titled "Revised Signing Authorities for Administrative and Financial Matters in the Department of Education." As well as the recommendation of the Commission on Audit (COA) Auditor during the 2021 Exit Conference, and the resumption of the new Assistant Schools Division Superintendents, the following changes to Division Memorandum No. 003, s. 2021 shall take effect immediately:

- **Bids and Awards Committee**
  Chairperson – Dr. Danilo G. Gudelosao (Vice: Dr. Marina S. Salamanca)

- **BAC Technical Working Group**
  Vice- Chairperson – Dr. Lilian M. Baloria (Vice: Engr. Domingo J. Lamoste)

- **Inspectorate Committee for Infrastructure Projects**
  Chairperson – Engr. Domingo J. Lamoste (Vice: Dr. Desiderio V. Deligero)
  Vice-Chairperson – Mr. Samuel Fullido (Vice: Dr. Lilian M. Baloria)

- **Inspectorate Committee for Goods and Services**
  Regular Members:
  Amando Relampagos / Representative of the Asset Management Section
  Neil John C. Jabujab/ Representative of CID
  Evelyn Marapao/ Representative of SGOD

- **Performance Management Team**
  Chairperson – Dr. Danilo G. Gudelosao (Vice: Dr. Casiana P. Caberte)
  Additional Members:
  -Elizabeth Pido
  -Gabina Ladaran, CPA
  -Ma. Victoria M. Jaspe

- **PRAISE Committee**
  Chairperson – Dr. Faustino Toradio (Vice: Dr. Casiana P. Caberte)

- **HRMPSB**
  Chairperson - Dr. Faustino Toradio (Vice: Dr. Casiana P. Caberte)

- **Committee on Formal Investigation for Teaching and Teaching- Related Positions**
  Chairperson - Danilo G. Gudelosao (Vice: Dr. Marina S. Salamanca)

- **Committee on Fact-Finding Investigation for Teaching and Related Teaching Positions**
  Chairperson – Dr. Faustino Toradio (Vice: Dr. Casiana P. Caberte)

2. All other provisions of Division Memorandum No. 003, s. 2021 (see attached copy) are still in effect.

3. For guidance and strict compliance.

BIANITO A. DAGATAN EdD CESO V
Schools Division Superintendent

Republic of the Philippines
Department of Education
Region VII
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

January 4,2021

DIVISION MEMORANDUM
No. 003 s.2021

DISSEMINATION OF MANDATED COMMITTEES IN SDO FOR CY 2021

To: Assistant Schools Division Superintendent/ OIC-ASDS
SGOD Chief & CID OIC-Chief
Education Program Supervisors/OIC-EPS
Public Schools District Supervisors/Acting PSDS
Public Secondary/Elementary School Heads
Non-Teaching Personnel
All Others Concerned

1. This Office announces the different mandated Committees in the Schools Division Office to address administrative and legal issues and concerns as well as to ensure the smooth operation of the Schools Division of Bohol. The following committee$ are constituted as follows:

   a. BIDS and AWARDS COMMITTEE (RIRR of RA 9184)

      Chairperson- Dr. Marina S. Salamanca
      Vice-Chairperson- Dr. Carmela Restificar
      Members:
      - Dr. Grace P. Mendez
      - Mr. Lope Hubac
      - Mr. Fermin Albutra

0050 Lino Chatto Drive Barangay, Cogon, Tagbilaran City, Bohol
Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550
Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph

Behold... BOHOL

Provisional Members:

- Dr. Josephine Eronico
- Engr. Marcelo Philip Vigonte

Alternate Members:

- Wilfreda Flor
- Jupiter Maboloc
- Ma. Maya Tumalon

b. BAC SECRETARIAT

Chairperson- Dr. Pablito Villalon
Vice-Chairperson- Dr. Evelyn Codilla
Members:

- Wee Villaver
- Irish Finalyn Ancog
- Vilma Diez
- Francis Melencion

c. BAC TECHNICAL WORKING GROUP

Chairperson: Dr. Felix Galacio
Vice-Chairperson: Engr. Domingo Lamoste
Members:

- Mr. Guy Aranjuez
- Dr. Ralph Renz Rapirap
- Mr. Felipe Platino, Jr.
- Ms. Maulitte Yap
- Mr. Jerome Capuno

d. INSPECTORATE COMMITTEE FOR INFRASTRUCTURE PROJECTS (D.O. 5 s. 2010)

Chairperson: Dr. Desiderio Deligero
Vice-Chairperson: Dr. Lilian Baloria
Members:

- Nicanora Gretli Fostanes
- Alodia Calunsag
- Samuel Fullido
- Firmo Tubac
- Mark Cyril G. Potane

e. INSPECTORATE COMMITTEE FOR GOODS AND SERVICES (D.O. 27, s. 2020)
Chairperson: Dr. Desiderio Deligero
Vice-Chairperson: Gabina Ladaran/ Representative from the Accounting Unit
Member: Dr. Lilian Baloria/ Representative from the Asset Management Unit
Provisional Members:

Projects	IUs/EUs in the SDO	Provisional Member
Learning Materials, Supplementary Learning Resources, Printing Projects and LTE for TVL and SME	Curriculum Implementation Division- Learning Resources Management Section	Josephine Eronico *Alternate/Representative:* Firmo Tubac
Food and Medicines, Dental Tools and Supplies and Other Health Supplies	School Governance and Operations Division (SGOD)- School Health	Dra. Maria Aurora Luma-ad *Alternate/Representative:* Clinio Galviso
Sports-Related Goods and Equipment	SGOD	Debra P. Sabuero *Alternate/Representative:* Marina H. Bermasor
Training /Seminar Kits	Curriculum Implementation Division	Carmela Restificar *Alternate/Representative:* Grace Mendez
Furniture and Related Goods	SGOD- Education Facilities Section	Domingo Lamoste *Alternate/Representative:* Samuel Fullido
DCP Packages, IT-Related Goods and Internet Services	ICT Unit under the Office of the Schools Division Superintendent	Dina FlorenceTalan *Alternate/Representative:* Antonio Pahang
DRRM Supplies and Materials	SGOD- Social Mobilization and Networking Section	Evelyn Marapao *Alternate/Representative:* Ana Liza Laurel
Service Vehicles	Administrative Section- Property and Supply	Armando Relampagos *Alternate/Representative:* Mark Anthony Araneta
Security, Janitorial and Other General Services	Administrative Section – General Services	Mark Cyril G. Potane *Alternate Representative:* Mercedes B. Ungab

f. PERFORMANCE MANAGEMENT TEAM (D.O. 33, s.2014)

Chairperson: Dr. Casiana P. Caberte
Vice-Chairperson: Dr. Desiderio Deligero
Members:

- Dr. Carmela Restificar
- Mr. Fermin Albutra
- Mrs. Amelia Cortidor
- Dr. Marites Cimeni
- Mrs. Maulitte Yap
- Mr. Guy Aranjuez

g. PRAISE (Program on Awards and Incentives for Service Excellence) COMMITTEE (D.O. 9. S2002/ D.O. 78, s.2007)

Chairperson: Dr. Casiana P. Caberte
Vice-Chairperson: Ms. Debra Sabuero
Members:

- Dr. Marites Cimeni
- Mr. Fermin Albutra
- Ms. Judith Apale
- Ms. Evelyn Marapao
- Ms. Elizabeth Pido
- Ms. Ma. Victoria Jaspe
- Ms. Gabina Ladaran
- Division Teachers Association President

h. HRMPSB (Human Resource Merit Promotion and Selection Board) (CSC MC 24, s. 2017)

Chairperson: Dr. Casiana P. Caberte
Vice-Chairperson: Dr. Desiderio Deligero
Members:

- Dr. Vitaliano Luga
- Mr. Fermin Albutra
- Mr. Guy Aranjuez/ NEU Representative
- Head of Section/Unit/ School where vacancy exists

i. HRMPSB SECRETARIAT

Chairperson: Ms. Judith Apale
Vice-Chairperson: Ms. Amelia Cortidor
Members:

- Maulitte Yap
- Alwin Rosal
- Teodomira Bersaluna
- Melody Joy Rabina

j. DISPOSAL MANAGEMENT COMMITTEE (D.O. 56, s.1997)

Chairperson: Dr. Desiderio Deligero
Vice-Chairperson: Mr. Fermin Albutra
Members:

- Dr. Lilian Baloria
- Ms. Nicanora Gretli Fostanes
- All Section Heads

k. COMMITTEE ON FORMAL INVESTIGATION FOR TEACHING AND RELATED-TEACHING POSITIONS (D.O. 49, s.2006)

Chairperson: Dr. Marina Salamanca
Vice-Chairperson: Dr. Desiderio Deligero
Members:

- Dr. Pablito Villalon
- Dr. Grace Memdez
- Dr. Danilo Aton
- NAPSHI/ PESPA President

l. COMMITTEE ON FACT-FINDING INVESTIGATION FOR TEACHING AND NON-TEACHING PERSONNEL (D.O. 49, s.2006)

Chairperson: Dr. Casiana P. Caberte
Vice-Chairperson: Dr. Vitaliano Luga
Members:

- Dr. Evelyn Codilla
- NAPSHI/ PESPA President

m. COMMITTEE ON FORMAL INVESTIGATION FOR NON-TEACHING PERSONNEL (D.O.49, s.2006)

Chairperson: Mr. Fermin Albutra
Vice-Chairperson: Dr. Lilian Baloria
Members:

- Guy Aranjuez/ NEU Representative
- Judith Apale/ HRMO Representative
- Maulitte Yap- PO III

n. COMMITTEE ON FACT-FINDING INVESTIGATION FOR NON-TEACHING PERSONNEL (D.O. 49, s2006)

Chairperson: Dr. Vitaliano Luga
Vice-Chairperson: Ms. Ma. Victoria Jaspe
Members:

- Nicanora Gretli Fostanes
- Victoriano Cimeni
- Evelyn Marapao/ NEU Representative

o. GRIEVANCE COMMITTEE (D.O. 35, s.2004)

Chairperson: Dr. Vitaliano Luga
Vice-Chairperson: Mr. Fermin Albutra
Members:

- PSDS/ Acting PSDS where the grievance originated
- President of Division Teachers Association (If Teaching personnel)
- NEU Representative (If non-teaching personnel)

2. The HoPE designates alternate BAC members who shall attend meetings of the BAC and receive the proportionate honoraria, whenever the original members are absent. The alternate members shall have the same term as the regular members.

3. Unless sooner removed for a cause, the members of the BAC and all other committees created shall have a fixed term of one (1) year reckoned from the date of appointment, renewable at the discretion of the Head of Office. Upon expiration of the terms of the current members, they shall continue to exercise their functions until new members are designated.

4. The HoPE creates a Secretariat which will serve as the main support unit of the BAC. To strengthen and promote the professionalization of the organization's procurement process, The

Procurement Management Unit (PMU), an existing office within the Procuring Entity shall serve concurrently as BAC Secretariat and the Project Monitoring Unit. All existing personnel under PMU shall perform the tasks and responsibilities under the direct supervision of the BAC Secretariat Chairperson Dr. Pablito Villalon.

5. To expedite the procurement process, the members of the BAC, its Secretariat and TWG, shall give utmost priority to BAC assignments over all other duties and responsibilities, until the requirements for the said assignments at hand are completed.

6. The Chairperson of each committee stated herein shall convene regular and special meetings and deliberations and shall provide regular feedback to the Head of Office.

7. For guidance and strict compliance.

BIANITO A. DAGATAN, EdD CESO V
Schools Division Superintendent

0050 Lino Chatto Drive Barangay, Cogon, Tagbilaran City, Bohol
Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550
Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph

Behold... BOHOL