



Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF AKLAN

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February 24, 2021

**DIVISION MEMORANDUM**  
No. 36 s. 2021

**DIVISION EXECUTIVE COMMITTEE MEETING AND SDO PERSONNEL  
CONFERENCE WITH THE NEW OIC, OFFICE OF THE ASSISTANT  
SCHOOLS DIVISION SUPERINTENDENT**

**To: Chief Education Supervisors  
Education Program Supervisors/Coordinators  
Public Schools District Supervisors  
Senior/ Education Program Specialists  
School Heads of Public and Private Elementary, Secondary  
and Integrated Schools  
Other Division Personnel  
All Others Concerned**

1. This is to inform the field that there will be a Division Executive Committee Meeting and SDO Personnel Conference with the new OIC, Office of the Assistant Schools Division Superintendent on March 1, 2021 at 9 o'clock in the morning to be held at DepEd Division Office, Numancia, Aklan.
2. The participants to this activity shall be all the division office personnel, Public Schools District Supervisors and invited stakeholders.
3. School heads and teachers are advised to join the said activity through FB Live Via DepEd Tayo Aklan Facebook Page.
4. Participants are also advised to adhere strictly to the health protocols stipulated in D.O. No, 14, s. 2020 (Guidelines on the Required Health Standards in Basic Education Offices and Schools) and those existing in their respective communities.
5. Travel and other expenses relative to this activity shall be charged against local funds subject to the accounting and auditing rules and regulations.




Poblacion, Numancia, Aklan  
Tel/Fax No. (036) 265 3744 | (036) 265 3737 | (036) 265 3738 | (036) 265 3740 | (036) 265 3741  
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6. Immediate and wide dissemination of this Memorandum is directed.

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent

Enclosure: List of Committees

Reference: None

To be indicated in the Perpetual Index  
under the following subjects

**COMMITTEE      MEETING      OFFICIALS      SUPERINTENDENT**

JCC



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**STEERING COMMITTEE**

**MIGUEL MAC D. APOSIN EDD, CESO V**  
Schools Division Superintendent

**SAMUEL J. MALAYO**  
OIC – Assistant Schools Division Superintendent

**Dr. DOBIE P. PAROHINOG**  
Chief Education Supervisor - CID

**Mr. MICHAEL T. RAPIZ**  
Chief Education Supervisor- SGOD

**Working Committee**

**Program**

Chair: EPS Ruby Agnes B. Estrada  
Members: SEPSt Leila L. Pamatian  
EPSt II Roland F. Democrito

**Hall Decoration**

Chair: EPS Rebecca R. Ibarreta  
Members: EPSst II Hajji S. Tropa  
EPSt II Maria Theresa L. Lao

**Invitation**

Chair: EPS Kyzil D. Lipar  
Members: EPS Johann C. Cawaling  
EPSt II John C. Marciales

**Documentation**

Chair: SEPSt Raffy F. Paller  
PO III Melgie C. Villareal  
ADA VI Lance Jester R. Dantes

**Finance/Budget**

Chair: AO Bella S. Suante  
Members: Acct. III Marissa A. Jizmundo  
AO IV Feby D. Moleta

**Venue, Tables, Chairs**

Chair: EPS Ariel Z. Zubiaga  
Members: Engr. III Meljan I. Torres  
AO IV Mildred B. Zante

**Attendance/Registration**

Chair: AO V Patrocenia Y. Mamburam  
Members: AO IV Marlyn T. Bereber  
PDO I Sheena Ricka Y. Mamburam

**ICT**

Chair: ITO I Floradel P. Jamero  
Members: PDO II Mahnnie Q. Tolentino  
PDO 1 Melky B. Arboleda

**Medical, Dental and Nursing Services**

Chair: Dr. Rhoby M. Fernandez  
Members: SEPSt June R. Patricio  
Division Medical Team

**Meals, Refreshments, Cleanliness**

Chair: EPS Marivic I. Tolentino  
Members: ADAs III Jerald B. Dela Cruz  
All ADAs and Job Orders

**Public Relations**

Chair: SEPSt Mar Bien Gregory G. Parel  
Members: EPSt II Apple Gay M. Oquendo  
PDO II Charlie I. Ureta

**Accommodation**

Chair: Mary Cherry Lynn M. Dalipe  
Members: AO IV Charo C. Carillo  
ADA VI Vena Angelen J. Oquendo

**Lei and Reception**

Chair: EPS Corazon R. Panaligan  
Members: EPS Edselyn T. Biray  
EPS Marth S. Tropa



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