



Republic of the Philippines  
Department of Education  
**REGION VIII – EASTERN VISAYAS**  
**SCHOOLS DIVISION OF TACLOBAN CITY**

December 5, 2022

**DIVISION MEMORANDUM**

No. 629, s. 2022

**FINAL COORDINATION MEETING OF ALL MEMBERS OF TECHNICAL WORKING GROUP ON THE  
UPCOMING TECHNICAL TRAINING WORKSHOP FOR TEACHERS AND SCHOOL LEADERS ON SCHOOL  
PLANNING PROCESSES AND STANDARDS**

TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
FUNCTIONAL DIVISION CHIEFS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
CONCERNED PUBLIC SCHOOL HEADS  
ALL OTHERS CONCERNED

4. This Office through the Planning & Research Section of the SGOD shall conduct a COORDINATION MEETING of all Members of Technical Working Group on December 7, 2022 at 4:00 in the afternoon at AV Hall, Leyte National HS. Please see attached LIST OF EXPECTED PARTICIPANTS to this meeting.
5. The objectives of this meeting are:
  - d. Finalize the instructions relative to the conduct of the above-mentioned activity scheduled on December 19-21, 2022.
  - e. Plan out for the Fellowship activity after the Training-Workshop.
  - f. Thresh out issues and concerns relative to the preparations, venue, and set up of the activity.
6. For information, guidance, and compliance of all concerned.

*MARIZA S. MAGAN, EdD, CESO V*  
Schools Division Superintendent

Reference: Division Memorandum 501, s. 2022

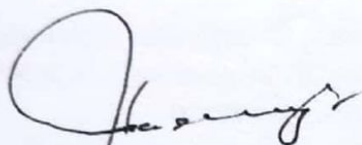


PRS-SGOD

## LIST OF PARTICIPANTS

| NAME                     | SCHOOL                                |
|--------------------------|---------------------------------------|
| 1. ROY MALDECINO         | Sto. Nino Elementary School           |
| 2. ROWENA GANTON         | San Jose National High School         |
| 3. ARLENE GILLO          | San Jose National High School         |
| 4. GALICANO JAY FABI     | Leyte National High School            |
| 5. LEMUEL LEONIL POCULAN | Northern Tacloban City NHS            |
| 6. BRISTON JOHN ESQUIVEL | Leyte National High School            |
| 7. LORENA CAPACIO        | TNAS                                  |
| 8. RYAN JOSEPH SALANO    | Leyte National High School            |
| 9. NOAH JUSTINE SAYSON   | Tacloban City National High School    |
| 10. DANILO MACAPUGAS     | Leyte National High School            |
| 11. ROWENA ESPERA        | Fisherman's Village Elementary School |

Noted:



**JADE B. CALLEJA**

*SEPS- Planning & Research/ Division Research Coordinator*