**MEMORANDUM**

**TO**: OIC-Asst. Schools Division Superintendent  
OIC-Chief, Curriculum Implementation Division  
OIC-Chief, School Governance and Operations Division  
Facilitators and Members of the Technical Working Committee

**FROM**: DR. ROMMEL C. BAUTISTA, CESO V  
Schools Division Superintendent

**SUBJECT**: MEETING OF FACILITATORS AND TECHNICAL WORKING COMMITTEE  
IN PREPARATION FOR THE DIVISION TRAINING OF TRAINERS ON THE  
USE OF THE RESULTS BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) TOOLS FOR SCHOOL HEADS AND TEACHERS

**DATE**: July 5, 2018

Please be informed that there will be a meeting of all the facilitators and members of the Technical Working Committee for the Division Training of Trainers on the Use of the Results Based Performance Management System (RPMS) Tools for School Heads and Teachers on July 9, 2018 9:00 AM at San Isidro Elementary School.

Below are the participants to this activity:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>IN-CHARGE</th>
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</table>
| Registration Committee            | Dr. Emily M. Concio  
Marilyn D. Zapanta  
Rose Ambus                           |
| Logistics                         | Michael P. Glorial  
Rona Villete  
Joyce Ann Bulos                     |
| Certificates Committee            | Jennie G. Casauay  
Arman Caasi  
Raymond P. Vilaraza                  |
| Documentation Committee           | Vivienna C. Martinez  
Luz C. Cayanong                         |
| Food and Refreshment Committee    | Dr. Gloria A. Benedicto  
Jocelyn A. Perez  
Class Managers                      |
| Physical Arrangement/Sound System/Technical Committee | Michael T. Tayona  
Maria Florabel M. Tolentino  
Ross Paras                         |
| Health and Wellness Committee     | Irma Talavera  
Michael Martinez                       |
| Budget and Finance                | Raquel F. Esquerra  
Ragaam V. Dela Cruz                     |
| Monitoring and Evaluation Committee | Dr. Isabel M. Gonzales  
Fiordeliza O. Mendiola                  |
| Process Observers                 | **Class 1**: Reynaldo M. Andrade Jr.  
Dr. Amelia T. Buena  
**Class 2**:                                    |
<table>
<thead>
<tr>
<th>Class</th>
<th>Class Managers</th>
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<tbody>
<tr>
<td>Class 3</td>
<td>Bernadette I. Berber, Melanie F. Burgonia</td>
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<td>Priscilla V. Salo, Dolores J. Agong</td>
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<tr>
<td>Class 1</td>
<td>Marilyn D. Zapanta, Dr. Gloria A. Benedicto</td>
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<td>Class 2</td>
<td>Luz C. Cayanan, Jennie G. Casauay</td>
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<tr>
<td>Class 3</td>
<td>Vivienne C. Martinez, Merita O. Sayago</td>
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<thead>
<tr>
<th>Facilitators</th>
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<tr>
<td>Lito A. Palomar, Dr. Jonathan P. Domingo, Cristina C. Salazar, Dr. Nimrod A. Tupas, Alfonso L. Abogado, Michael T. Tayona, Arlene L. Tayona, Gayle J. Malibiran, Esteban B. Casauay, Mary Grace F. Santiago</td>
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For the information and guidance of all concerned.