



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

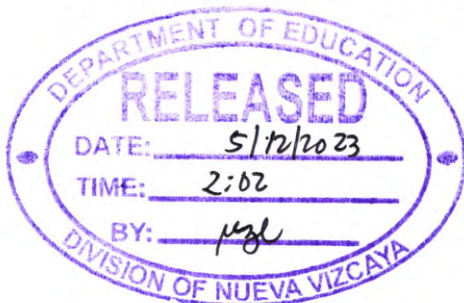
12 May 2023

DIVISION MEMORANDUM
No. **163**, s. 2023

**ADDENDUM TO DIVISION MEMORANDUM 152, S. 2023 RE PARTICIPANTS TO
SDO-NV LEARNING AND IMPROVEMENT FACILITATORS-TRAINERS (LIFT) YEAR
04**

To: Assistant Schools Division Superintendent
School Governance and Operations Division Chief
Curriculum Implementation Division Chief
Public Schools District Supervisors/District In-Charge
Public Elementary and Secondary School Heads
All others concerned

1. Relative to Division Memorandum No. 152 s. 2023 Re *Participants to SDO –NV Learning and Improvement Facilitators-Trainers (LIFT) Year 04*, this Office announces the expected participants from the roster of **LIFT Years 1-3 Recognized** (*see attached*).
2. The list includes all LIFT Recognized who signified their interest to join by filling in the pre-registration form disseminated through Division Memorandum No. 134, 2023 Re *Pre-Registration of LIFT Year 04 Applicants and Participants*.
3. Also attached is the **Program Management Team (PMT)** who shall help in the implementation of the program from May 31–June 2, 2023, along with the assessors, program focal and top management.
4. All provisions of the previous Memorandum remain the same.
5. For further inquiries, please free to contact our HRDS through *Hrd Beskaya* (fb) and/or hrdahavizcaya@yahoo.com (email).
6. For information, guidance and strict compliance.



ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent

By the Authority of the Superintendent:

MARY JULIE A. TRUS PhD, CESO VI
Assistant Schools Division Superintendent



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**PRE-REGISTERED L.I.F.T RECOGNIZED Years 1-3 to attend on
June 1-2, 2023 at NTVC, Bagabag, Nueva Vizcaya**

| | |
|-----|-----------------------------|
| 1. | ABELLERA, ARVEE GLENN |
| 2. | ALAYU, JEASEL J. |
| 3. | BACANI, MAGGIE RONALYN Y. |
| 4. | BALITAO, MARINETH C. |
| 5. | BOSQUE, IRENE B. |
| 6. | CAPUNO, EDGAR B. |
| 7. | DACUMOS, ELOISA B. |
| 8. | DECORO, CHRISTIAN JERALD D. |
| 9. | DELA CRUZ, ROWALD E. |
| 10. | DERIJE, DARLENE C. |
| 11. | FLORENDO, OLIVIA, M. |
| 12. | GAJES, MA. JULIE ANNE C. |
| 13. | GAJO, RUBILYN C. |
| 14. | GALASINAO, KENNETH P. |
| 15. | GANDEZA, HERMINIGILDO U. |
| 16. | HERRERA, ARLENE B. |
| 17. | ILDEFONSO, CRISELDA |
| 18. | JASMIN, LEONARD FRANCIS T. |
| 19. | LABASAN, RENE ROSE L. |
| 20. | LAGULA, CAROLINE Q. |
| 21. | LAPITAN, DICK B. |
| 22. | LAZARO, JERRY B. |
| 23. | VALTORIBIO, MA. ELVIRA |
| 24. | MAGDAY, PRINCESS V. |
| 25. | MONTANO, PINK EURIA L. |
| 26. | MORALES, JOVELYN G. |
| 27. | PADILLA, RAQUEL F. |
| 28. | PAGADUAN, JOHNNY JR. T. |
| 29. | PALE, CARMELITA L. |
| 30. | PATRICIO, DEXTER L. |
| 31. | RAMEL, DIVINA I. |
| 32. | RAYMUNDO, MIKAEL A. |
| 33. | REYES, MARIE JOY C. |
| 34. | RODEROS, MARILOU C. |
| 35. | ROGEL, GEROME R. |
| 36. | SALTING, JOY A. |
| 37. | TESTADO, IMELDA R. |
| 38. | UCOL, TRECY C. |
| 39. | ULLANI, GABRIEL |
| 40. | UYBOCO, ROSELLE B. |
| 41. | VELASCO, JAYSON D. |
| 42. | VILLAPANA, MAY ANN V. |



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Program Management Team (Members)

| COMMITTEE | TASKS | IN-CHARGE |
|---|---|---|
| OVERALL MONITORS/ IMPLEMENTERS L&D | <ul style="list-style-type: none"> - Implement the L&D as planned - Monitor and maintain logistics (Ensure the provision of supplies and management, attendance, time, MOL, etc.) | Marianne C. Eugenio Kenneth Jeyson U. Galingana |
| PROCESS OBSERVERS | <ul style="list-style-type: none"> - Observe the implementation of the L&D, using the Process Observation Analysis (POA) tools (<i>external body/pool of experts</i>) | Marivic C. Bacud Melany M. Asuncion Noli Mar M. Navarro Florence F. Esparrago Ronie A. Bibas Luviminda A. Cordero Robert D. Cutillon Anna Marie M. Jasmin Roselle R. Mendoza Menalyn M. Salvador |
| L&D EVALUATION (QUAME) LEVELS 1 AND 2 | <ul style="list-style-type: none"> - Manage the evaluation forms (provision, accomplishment) of the L&D | Noli Mar M. Navarro Julius C. Calangan |
| PROGRAMME/ INVITATION, TARPAULIN, CERTIFICATES | <ul style="list-style-type: none"> - Prepare, print and distribute <i>programme, encapsulating the activities/sessions to be covered</i> - Layout, bring to the printing establishment, handover to the Focal (hall preparation/restoration) the tarpaulins | Marianne C. Eugenio Kenneth Jeyson U. Galingana |
| FINANCIAL LOGISTICS | <ul style="list-style-type: none"> - Ensure the processing and provision of financial needs, in accordance to standards | Emerson B. Balut Jeassel J. Alayu |
| RESOURCE PROVISION/ REPRODUCTION | <ul style="list-style-type: none"> - Distribute Training Kits / Reproduce materials / In-charge of CD burning and packaging or uploading to agreed platform | Marianne C. Eugenio Kenneth Jeyson U. Galingana |
| DOCUMENTATION | <ul style="list-style-type: none"> - Take pertinent documentation (pictures and proceedings) for documentation during the run/duration of sessions | Pink Euria L. Montano Howard Doles Clyddine Ballon Amir Hassam Clifford Balgos |



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| COMMITTEE | TASKS | IN-CHARGE |
|--|--|---|
| FOOD | - Facilitate provision of food, preparation, and service | Marianne C. Eugenio Kenneth Jeyson U. Galingana <i>(in coordination with Supply Office)</i> |
| HALL PREPARATION/ RESTORATION | - Prepare the session/training hall; Restore decorations and other logistics from the session/training hall after L&D, ready for next users | Marianne C. Eugenio Kenneth Jeyson U. Galingana <i>(in coordination with NVTC Admin. and Staff)</i> |
| ACCOMMODATION | - Take charge of the billeting of participants and program management team; Coordinate with the venue administrator re Accommodation logistics | Marianne C. Eugenio Kenneth Jeyson U. Galingana <i>(in coordination with NVTC Admin. and Staff)</i> |
| HEALTH MONITORS | - Provide medical assistance to the PMT and participants within the duration of the L&D activity (day and night time) | Rudy Agustin (as lead, to designate among fellow SHS nurses) |



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