



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

February 13, 2024

DIVISION MEMORANDUM

No. 064 , s. 2024

**ADDITIONAL PORTFOLIO ASSIGNMENT OF THE
DIVISION EDUCATION PROGRAM SUPERVISORS (DEPS)**

To: Assistant Schools Division Superintendents
Division Chiefs
Division Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. This is to inform all concerned on the additional portfolio assignment of the Division Education Program Supervisors (DEPS) in the following secondary schools:

DEPS-in-Charge	Assigned Municipality
Anastacia N. Victorino, EdD	Sta. Maria, Balagtas
Virgilio L. Laggui, PhD	Guiguinto, Norzagaray
Rainelda M. Blanco, PhD	San Ildefonso, Bocaue
Joel I. Vasallo, PhD	Pandi, Marilao
Agnes R. Bernardo, PhD	Plaridel, Bulakan
Marinella T. Pengson, PhD	Pulilan, DRT
Jay Arr V. Sangoyo, PhD	San Miguel, Obando
Ariston E. Manuel	Bustos, Paombong
Francisco B. Macale	Hagonoy, Angat
Eleseo E. Godoy, PhD	San Rafael
Perlita G. Pagdanganan	Calumpit

2. Aside from their usual CID duties and functions, they are instructed to assist the higher authorities on the following:
 - 2.1 Represent the Division Human Resource Merit Promotion and Selection Board (HRMPSB) on the conduct of secondary school level ranking for vacant Teacher II and III positions;
 - 2.2 Represent the Office of the Superintendent in the conduct of graduation rites in the secondary level;
 - 2.3 Check the school SIP, AIP, and other pertinent reports of the secondary school heads based on the career stages assigned to each group of DEPS interfacing with the SGOD;
 - 2.4 Represent the OSDS in the validation of the office performance of school heads aligned with the career stages;
 - 2.5 Serve as representative of the top management in responding to urgent issues and concerns in the secondary schools/districts; and
 - 2.6 Perform other similar tasks as designated by the higher authorities.
3. This updated assignment of DEPS shall take effect on March 1, 2024 and valid until revoked.
4. Compliance with and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, PhD, CESO V
Schools Division Superintendent



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