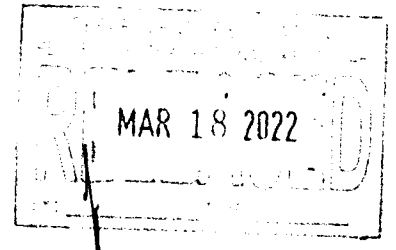




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



March 16, 2022

REGIONAL MEMORANDUM

No. 135-2022

**ONLINE MEETING-WORKSHOP ON UPDATING OF PSIPOP AND ON
ADMINISTRATIVE CONCERNS**

TO: Schools Division Superintendents
School Heads/Principals
All Concerned

1. An online meeting-workshop on updating the Personnel Services Itemization and Plantilla of Personnel (PSIPOP) and will be conducted **thru Zoom on March 24-25, 2022.**
2. The workshop aims to achieve the following:
 - 2.1 Participants shall have updated the data in the School/Office Plantilla of Personnel and uploaded the PSIPOP to the DBM GMIS Website
 - 2.2 Participants shall have validated the data on filled and unfilled positions as of March 15, 2022;
 - 2.3 Revisit areas of collaboration and Technical Assistance between SDO and RO Administrative Services
 - 2.4 Update/reorient the participants on Administrative Concerns (retirement, leave administration, reclassification, etc)
3. Participants and facilitators to the meeting-workshop shall be the following (details in Annex A of this Memo):
 - 3.1 designated end-users and approvers of Personnel Services Itemization and Plantilla of Personnel (PSIPOP) of Secondary Schools (Non-IUs & IUs);
 - 3.2 End-users and approvers in-charge of SDO Proper and Elementary School PSIPOPs;
 - 3.3 Administrative Officers of SDOs and Newly-hired Administrative Officers of Schools
 - 3.4 Officers and Personnel of the RO Administrative Division and ICT Unit





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4. Participants are advised to register to the meeting-workshop thru this link <https://tinyurl.com/PSIPOPFRF> using their DepEd email accounts. The meeting ID, passcode and link shall be accessed upon registration.
5. Expenses for Meals and AM and PM snacks of Regional Office participants/facilitators/consultants shall be charged against Regional Office funds.
6. For information, guidance and compliance.

ESTELA P. LEON-CARIÑO EdD, CESO III
Regional Director/Director IV

MAB/ea



**ONLINE MEETING-WORKSHOP ON UPDATING OF PSIPOP AND ON
ADMINISTRATIVE CONCERNS**

NUMBER OF PARTICIPANTS BY DIVISION

March 24-25, 2022

REGION: CORDILLERA ADMINISTRATIVE REGION

No.	DIVISION/SCHOOLS	No. of Participants
	ABRA	59
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	11
1	Abas NHS	1
2	Abra HS	1
3	Ananaao Integrated School	1
4	Baay National High School	1
5	Ba-i Integrated School	1
6	Bolbolo NHS	1
7	Boliney NHS	1
8	Caganayan NHS	1
9	Capitan NHS	1
10	Cayapa NHS	1
11	Cristina B. Gonzales MHS	1
12	Dalit National High School	1
13	Dilong National High School	1
14	Dugong National High School	1
15	Gaddani NHS	1
16	La Paz Integrated School	1
17	Langiden NHS	1
18	Layugan Integrated School	1
19	Licuan Integrated School	1
20	Lul-luno NHS	1
21	Lumaba Integrated School	1
22	Luzong NHS	1
23	Maguyepyep Integrated School	1
24	Manabo NHS (San Jose Catacdegan NHS)	1
25	Marc Ysrael B. Bernos Memorial NHS	1
26	Mataragan NAS	1
27	Naglibacan Integrated School	1
28	Northern Abra NHS	1
29	Pangtod NHS	1
30	Peñarrubia Integrated School	1
31	Pilar Rural High School	1
32	Pulot National High School	1
33	Quidaoen NHS	1
34	Rosalio Eduarte NHS	1
35	San Isidro NHS	1
36	San Jose Catacdegan NHS	1
37	San Quintin NHS	1
38	Supo NHS	1
39	Suyo National High School	1
40	Tabangao Integrated School	1
41	Tagodtod National High School	1
42	Tiempo NHS	1
43	Tineg National High School	1
44	Tuquib Integrated School	1
45	Western Abra NHS	1

No.	DIVISION/SCHOOLS	No. of Participants
	APAYAO	42
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	5
1	Allig National Agricultural and Trade HS	1
2	Apayao National Industrial Agricultural High School	1
3	Apayao Science High School	1
4	BAC-DA National High School	1
5	Butao Integrated School	1
6	Calanasan NHS	1
7	Cadaclan Integrated School	1
8	Conner Central NHS Main	1
9	Conner National HS	1
10	Consuelo NHS	1
11	Cupis National High School	1
12	Flora NHS	1
13	Gov. Benjamin Leguiab Sr. Memorial NHS	1
14	Guina-ang National High School	1
15	Ili National High School	1
16	Kabugao Agro-Ind'l. HS	1
17	Kalliat NHS	1
18	Luna National High School	1
19	Marag Valley Agr'l. and Trade HS	1
20	Mataguisi Comp. HS Main	1
21	Mayor Bartolome Serut NATHS-Main	1
22	Mayor Guillermo Barsatan Mem. SAT	1
23	Mayor Ricardo de San Jose, Sr. Comp. HS	1
24	Musimut National High School	1
25	Pio Dalim Memorial SAT Main	1
26	Pudtol National High School	1
27	Sacpil National High School	1
28	San Francisco National Agricultural and Trade HS	1
29	Sipa-Imelda NHS	1
30	Sta. Marcela NHS	1
31	Swan National Agricultural and Trade HS	1
32	Talifugo National High School	1
33	Tawit National High School	1
34	Tumog National Agricultural and trade High School	1
	BAGUIO CITY	41
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	18
1	Baguio City High School - Main	1
2	Baguio City Nat'l Science HS (SHS-Stand Alone)	1
3	Bakakeng National High School	1
4	Dominican- Mirador National High School	1
5	Doña Aurora National High School	1
6	Guisad Valley National High School	1
7	Happy Hollow National High School	1
8	Irisan National High School	1
9	Joaquin Smith National High School	1
10	Lindawan National High School	1
11	Magsaysay National High School	1
12	Mil-an National High School	1
13	Pines City National High School	1
14	Pinget National High School'	1
15	Pinsao National High School	1
16	Quezon Hill National High School	1
17	Rizal National High School	1
18	Roxas National High School	1
19	San Vicente NHS (Integrated SHS)	1
20	Sto. Tomas National High School	1

No.	DIVISION/SCHOOLS	No. of Participants
	BENGUET	75
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	15
1	Adaoay National High School	1
2	Alejo M. Pacalso Memorial NHS	1
3	Ambiong National High School	1
4	Amlimay Integrated School	1
5	Ampucao National High School	1
6	Ampusongan NHS - Main	1
7	Atok National High School	1
8	Bad-ayan Integrated School	1
9	Bakun National High School	1
10	Balili NHS-Main	1
11	Bangao NHS	1
12	Bedbed NHS	1
13	Benguet National High School-Main	1
14	Binga National High School	1
15	Bokod NHS-Main	1
16	Buguias NHS	1
17	Bulalacao NHS	1
18	Cabiten NHS (RA9087)	1
19	Camp 30 National High School	1
20	Catlubong National High School	1
21	Cayapas Integrated School	1
22	Cordillera Regional Science High School	1
23	Daklan National High School	1
24	Datakan Integrated School	1
25	Eastern La Trinidad NHS	1
26	Evelio Javier Memorial NHS - Main	1
27	Fianza Memorial National High School	1
28	Gov. Bado Dangwa Agro-Industrial School	1
29	Guinaoang National High School	1
30	Kamora National High School	1
31	Kapangan Central NHS (RA8839)	1
32	Kapangan National High School	1
33	Kibungan NHS	1
34	Kiwas Integrated School	1
35	La Trinidad NHS	1
36	Lam-ayan Integrated School	1
37	Laurencio Fianza NHS - Main	1
38	Lepanto NHS	1
39	Loacan National High School	1
40	Loo National High School	1
41	Madaymen National High School	1
42	Mankayan National High School	1
43	Nawal Integrated School	1
44	Palidan Integrated School	1
45	Sablan NHS	1
46	Sagpat Integrated School	1
47	Saguitlang Integrated School	1
48	Sinipsip NHS-Main	1
49	Tabio NHS	1
50	Tacadang NHS	1
51	Taloy Sur NHS	1
52	Tawangan-Lusod NHS	1
53	Tuba Central NHS	1
54	Tuba NHS (Nangalisan)	1
55	Tublay National Trade High School	1
56	Tublay School of Home Industries-Main	1
57	Twin Peaks National High School	1

No.	DIVISION/SCHOOLS	No. of Participants
	IFUGAO	43
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	7
1	Aguinaldo NHS	1
2	Alupapan Integrated School	1
3	Asipulo National High School	1
4	Ayangan National Agricultural & Vocational HS	1
5	Banaue National High School	1
6	Bangbang National High School	1
7	Caba National High School	1
8	Camandag NHS	1
9	Caragasan NHS	1
10	Danggo National High School	1
11	Eastern Potia National High School	1
12	Gohang NHS	1
13	Haliap NHS	1
14	Hapid NHS	1
15	Hingyon NHS	1
16	Hungduan National High School	1
17	Ifugao Prov'l. Science HS	1
18	Kalanguya NHS	1
19	Kiangan NHS	1
20	Lagawe NHS	1
21	Lawig NHS (Main)	1
22	Mayoyao NHS	1
23	Mongilit Ligmayo NHS	1
24	Munggayang National High School	1
25	Namillangan NHS	1
26	Natcak NHS	1
27	Pinto NHS	1
28	Rufino I. Chungalao Science HS	1
29	Southern Hingyon NHS	1
30	Sta Maria NHS	1
31	Tinoc NHS	1
32	Tulaed NHS	1
33	Ubao National High School	1
	KALINGA	37
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	2
1	Allagua National High School	1
2	Asibanglan National High School	1
3	Balbalan Agricultural and Industrial School	1
4	Bangad National High School	1
5	Batong Buhay National High School	1
6	Cal-owan Agricultural Vocational NHS	1
7	Camalog National High School	1
8	Cawagayan National High School	1
9	Central Pasil National High School	1
10	Kinama National High School	1
11	Limos National High School	1
12	Lubuagan National High School	1
13	Macutay Palao National High School	1
14	Magtoma Pangol NHS-Main	1
15	Malagnat National High School	1
16	Maledda National High School	1
17	Mananig National High School	1
18	Pasil National High School	1
19	Pinukpuk Vocational School	1
20	Rizal National School of Arts & Trades	1
21	Santor National High School	1

No.	DIVISION/SCHOOLS	No. of Participants
22	Socbot National High School	1
23	Southern Tinglayan NHS	1
24	Sumadel National High School	1
25	Talocloc General Comp. NHS	1
26	Tanudan National High School	1
27	Tanudan Vocational School	1
28	Tappo Vocational High School	1
29	Tinglayan National High School	1
30	Toppan National High School	1
31	Tulgao National High School	1
32	Western Kalinga National High School	1
	MT. PROVINCE	77
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	14
1	Abatan National High School	1
2	Agawa National High School	1
3	Albago National High School	1
4	Am-am National High School	1
5	Ankileng National High School	1
6	Anonat National Agricultural and VHS	1
7	Antadao National High School	1
8	Bacarri National TAS	1
9	Bagnen National High School	1
10	Balaoa National High School	1
11	Balugan National High School	1
12	Banao National High School	1
13	Banawel National High School	1
14	Bangaan National High School	1
15	Banguitan National High School	1
16	Bansa National High School	1
17	Barlig National High School	1
18	Belwang National High School	1
19	Besao National High School	1
20	Betwagan National High School	1
21	Bunga National High School	1
22	Buringal National High School	1
23	Butigue National High School	1
24	Cagubatan National High School	1
25	Dacudac National High School	1
26	Dalican National High School	1
27	Data National High School	1
28	Eastern Bontoc NAVHS	1
29	Guinaang National High School	1
30	Guinzadan National High School	1
31	Kadaclan National High School	1
32	Leseb National High School	1
33	Lias National High School	1
34	Lubon National High School	1
35	Mabaay National High School	1
36	Masla National High School	1
37	Mountain Province GCHS	1
38	Mt. Data National High School	1
39	Namatec National High School	1
40	Natonin National High School	1
41	Otucan-Bila National High School	1
42	Palitod National High School	1
43	Panabungen SATHI	1
44	Paracelis National High School	1
45	Paracelis Technical & VHS	1
46	Pingad National High School	1

No.	DIVISION/SCHOOLS	No. of Participants
47	Sabangan National High School	1
48	Saclit National High School	1
49	Sadanga National High School	1
50	Sagada National High School	1
51	Saliok National High School	1
52	San Rafael National High School	1
53	Sta. Isabel National High School	1
54	Subaba National High School	1
55	Tadian School of Arts and Trades	1
56	Talubin National High School	1
57	Tamboan National High School	1
58	Tapapan National High School	1
59	Tipunan National High School	1
60	Tocucan National High School	1
	TABUK CITY	28
	SDO Proper (AO V, AO IV, Staff in-charge of PSIPOP)	3
	Newly Appointed AO II (created in SY 2021-2022)	8
1	Agbannawag National High School	1
2	Bado Dangwa National High School	1
3	Balawag National High School	1
4	Balong National High School	1
5	Biga Integrated School	1
6	Bulo National High School	1
7	Calaccad National High School	1
8	Cudal National High School	1
9	Dilag Integrated School	1
10	Eastern Kalinga National High School	1
11	Kalinga National High School	1
12	Nambaran Agro-Industrial NHS	1
13	Nambucayan National High School	1
14	Naneng National High School	1
15	New Tanglag National High School	1
16	Tabuk City National High School	1
17	Tuga National High School	1
	GRAND TOTAL	402

Pax from the Regional Office:

Regional Director	1
Assistant Regional Directors	1
Administrative Division:	
Chief Administrative Officer	1
Supervising Administrative Officer	1
Administrative Officer V	4
Administrative Officer IV	2
Administrative Officer II	1
Administrative Officer I	1
Teacher Credential Evaluator	1
Representatives from ICT	2
Secretariat:	
Tomasa B. Pis-o	1
Marvin John C. Flores	1
Angelique R. Fermin	1
Total	18
Grand Total of Participants	420