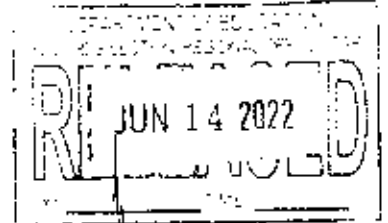




Republic of the Philippines
Department of Education
Cordillera Administrative Region



June 14, 2022

REGIONAL MEMORANDUM
No. 288-2022

TECHNICAL WORKING GROUPS FOR DEPED EDTECH AWARDS 2022

To: Assistant Regional Director
Regional Office Functional Division Chiefs
Schools Division Superintendent of Baguio and Benguet
All Others Concerned

1. In line with OUA Memo 00-0422-0179 entitled **Invitation to the DepEd EdTech Awards 2022**, DepEd-CAR will be hosting the DepEd EdTech Awards 2022 from June 19 – 24 at Baguio Teachers' Camp, Baguio City.
2. The event shall serve as a platform to recognize DepEd teachers, division and regional offices who resiliently provided best practices and innovative works in using education technology to continue education amidst the global pandemic.
3. Relative to this, attached is the list of Technical Working Groups (TWGs) and their roles. All chairpersons shall conduct coordination/planning meetings with their respective members.
4. Identified committee members are required to participate in the said event.
5. A follow up coordination meeting with committee chairpersons, co-chairpersons and vice chairpersons shall be conducted on **June 17, 2022 at 9:00AM to 3:00PM** at SNC Hall, DepEd-CAR, Wangal, La Trinidad, Benguet.
6. Immediate dissemination of this memorandum is desired.

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

For the Regional Director :


FLORANTE E. VERGARA
Director III / Assistant Regional Director

URGENT 30/01





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Enclosure 1: Technical Working Groups

Committee	Chair	Co-Chair	Members	Role
Overall Chair/ Consultant	Estela P. Leon-Cariño EdD, CESO III	Florante E. Vergara		- leads in the overall planning and conduct of the activity
Protocol Officers	Florante E. Vergara	Georgina C. Ducayso	1. Rose Melody M. Flores 2. Esther Gallotan	- attends to needs of VIPs (ExeCom Members); - coordinates with other committees. - welcomes VIPs with LEI
Planning & Overall Coordination	Jumar B. Yago-an	Vandolph B. Flora	1. Glenn P. Papa 2. Raffy B. Calawa	- manages and delegates the roles given to RO - creates RO committees and ensures coherency of all committees - coordinates with the Central Office-ICTS-EdTech
Procurement	Atty. Edward C. Magalgalit Jr.	Randolph Flynn B. Daculog	1. Daisy P. Eswat 2. Janelle S. Dogao 3. Jefferson A. Villena 4. Jose Lorenzo C. Cobarrubias 5. Archie Russel T. Baluyo	- facilitates procurement of kits, tokens, trophies, activity materials, and other needed items.
Ushers & Usherettes	Ethielyn E. Taqued	Clemente D. Bandao	1. Marjory T. Valdez 2. Janelle S. Dogao 3. Alfredo B. Lanas 4. Denia O. Tarnate 5. Jonalyn C. Ambrona 6. Leonardo M. Aquino 7. Edralyn C. Ganga 8. Winnie Joy N. Jose 9. Karyl Paz W. De Leon 10. Mathemar B. Montes	- ushers awardees on the awards night - coordinates with Secretariat on the signing of receiving copy of trophies - assists awardees on their assigned halls - ushers cultural presenters



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Secretariat (Registration, Attendance, Certificates)	Florence E. Balictan	Erniely D. Godoy	11. Gladys Ann Baldo 1. Mariane B. Wanson 2. Fremalyn E. Paolos 3. Alice D. Bodong 4. Valentina Conchita S. Balura 5. Rogelia A. Rique 6. Sharmaine M. Gawidan 7. Manilyn D. Botilas 8. Marvin John C. Flores 9. Jose Lorenzo C. Cobarrubias 10. Marty Dieon T. Estacio	<ul style="list-style-type: none"> - ensures completeness of signed attendance sheets, distributes certificates - creates TWG ID's, and other signages - coordinates with other committees
Supplies Committee (Lei, health kits, DepEd pins, leis, certificate holders)	Daisy P. Eswat	Mary Cris B. Sotelo	1. Clemente D. Bandao 2. Abner W. Alingbas 3. Dwayne Ryland P. Colas 4. Letecia M. Ramos 5. Purita D. de los Santos 6. Joshua Johanne B. Dumo 7. Jeric B. Mangmangon	<ul style="list-style-type: none"> - inspects and accepts delivered supplies - ensures systematic distribution of supplies (health kits, DepEd pins, leis, certificate holders) to participants - ensures completeness of signed acknowledgement receipts - coordinates with secretariat for signing and distribution
ICT Support	Glenn P. Papa	Raffy B. Calawa	1. Randolph Flynn B. Daculog 2. Jeremy Kermit B. Padilla	<ul style="list-style-type: none"> - provides ICT support to all committees; - coordinates with sound/lights/display service provider & CO personnel



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Publicity, Media Relations, Photo and Video Documentation, and Communications	Cyrille Gaye B. Miranda	Kaye Shaira B. Dizon	<ol style="list-style-type: none"> 1. Warly E. Kindiawan 2. Dumas D. Aban 3. Jericho Bauer L. Laroco 4. Christopher David 	<ul style="list-style-type: none"> - coordinates with Public Affairs Office - coordinates with local media on the coverage of the event - publishes articles about the event
Cultural Presentations/ Intermissions	Edgar D. Vicente	* Vice Chairpersons Lolita Manzano Macarthy Malanes	<ol style="list-style-type: none"> 1. Loida Mangangey 2. Jayson Osong 3. Danny Otinguey <p>* SDO Benguet and SDO Baguio Performers (95)</p>	<ul style="list-style-type: none"> - coordinates with RO/CO regarding the details of presentations / intermissions - manages transportation, food and other needs of presenters
Transportation, Parking, Peace and Order, and General Services	Maksim A. Botilas	Edgar H. Madlaing	<ol style="list-style-type: none"> 1. Romulo B. Basa 2. Christopher B. Hadsan 3. Joseph B. Banares 4. Lilia A. Banawe 5. Eric Marvin B. Urmaza 6. Alexeeve T. Bugnay 7. Anthony Bagano 8. Oliver Balageo 9. Andrew M. Bacbac 10. Cleto Simon 11. Sylvina Godio 12. Trining Florendo 13. Genevieve Benito 14. Concepcion Sangao 	<ul style="list-style-type: none"> - ensures availability of vehicles for RO TWG members and Presenters - ensures orderly parking, entrance, and exit of vehicles - provides car pass to vehicles for TWGs - coordinates with BTC Admin/Security Guards - coordinates with BTC to ensure that amenities and services are available on all function halls, dining halls, and cottages.



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Health and Sanitation	Dr. Angeline F. Calatan	Dr. Anna C. Melissa Repalda * Vice Chairperson Joane S. Bumanghat	1. Juliet Arzadon 2. Alma Vissia Tano 3. Mary Ann Montemayor 4. Jill Laban 5. Eddah DeVera 6. Jojit De Vera 7. Jowell Rey Orpilla 8. Bridgitte Palasi	<ul style="list-style-type: none">- coordinates with BTC on the use of the clinic- coordinates with Supply Committee for the installation of thermo scanners and alcohol dispensers- standby for health emergencies
Event Styling/ Decorations	Sasha Joseph L. Daganos	Lourdes B. Lomas-e	1. Emmanuela M. Gabol 2. Melandro L. Payang 3. Margie B. Gardingan 4. Seth Calixto 5. Eduard C. Giacao 6. Sylvester S. Tasing 7. Salvador A. Cayambas 8. Esther K. Lilitit 9. Benson B. Moga 10. Ben L. Ebanio Jr. 11. Jacqueline L. Flanza 12. Marciano B. Pasigon 13. Zaldy Liquigan 14. Jessica Navarro 15. Jessica Moc-eng 16. Charmime Basuel 17. Johnson Botengan 18. Magdalena Balao 19. Greg Parrocha	<ul style="list-style-type: none">- coordinates with RO and CO events management on the desired styling, placements, and decorations of halls, pathways, stage and other areas in BTC



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Catering	Jennifer P. Ande	Laureen B. Likigan	1. Nover Keithley S. Mente 2. Rushelle A. Minong 3. Jefferson A. Villena 4. Diane B. Joaquin * NEAPR Catering Staffs	<ul style="list-style-type: none">- manages the catering/food requirements.- ensures timely delivery and distribution of meals- ensure sanitation of safety during food preparation, packing and distribution
Accommodation	Aida L. Payang	Mary Grace D. Dampulay	1. Crisanta P. Pantaleon 2. Janet M. Ambucay	<ul style="list-style-type: none">- coordinates and assists CO and BTC on room assignments- checks if amenities are available on cottages and reports to the management