



DIVISION MEMORANDUM

No. 076 S. 2019

TO: Concerned EPS/Division Coordinators
CID-IMS

FROM: *for ipdace*
MARILOU B. DEDUMO, Ph.D., CESO V
Schools Division Superintendent

SUBJECT: **CID-IMS ASSIGNMENT OF EDUCATION PROGRAM SUPERVISORS/DIVISION PROGRAM COORDINATORS FOR CID CONCERNS**

DATE: February 11, 2019

1. To intensify Instructional Management, all Subject Area Supervisors and designated Curricular Program Coordinators are hereby advised to proceed to your respective assigned Districts and perform instructional management task based on priority needs.
2. Before proceeding to your assigned Districts, you should agree among yourselves on your area/focus of supervision since this will be stated in your Travel Order.
3. It is reiterated that every Monday is an office day where you will work on all your Supervisory concerns, Travel Authority and other add-on tasks. Tuesday-Thursday are field-days and Friday is another office day where Work Coordination Meeting will take place with the CID Chief. In case the CID Chief is out on official business, the IMS Manager, Dr. Camela G. Lerio will preside the meeting.
4. Please find your assignment below, to wit:

Unit	Municipalities	Assigned EPS/Division Coordinator
1	Carrascal, Cantilan, Madrid	Regina Euann A. Puerto Megenila C. Guillen, Ph.D.
2	Carmen, Lanuza, Cortes	Evangeline Christine B. Lozaldo Camela G. Lerio, Ph. D.
3	Tago, San Miguel	Marilyn V. Quinto, Ph. D. Danilo T. Alcantara
4	Bayabas, Cagwait, Marihatag	Edna E. Trinidad, Ed. D. Eleazer R. Lagundino
5	San Agustin, Lianga, Barobo	Alexander D. Dapar, Jr. Mercilita L. Peñaflores
6	Tagbina, Hinatuan, Lingig	Antonio A. Salazar, Ed.D. Analiza G. DOLORICON, Ed. D.

5. For your information, guidance and compliance.