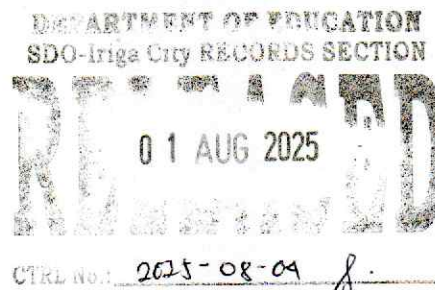




Republika ng Pilipinas  
Kagawaran ng Edukasyon  
**REHIYON V (BIKOL)**



**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA**

August 1, 2025

**OFFICE MEMORANDUM**

No. 04, s. 2025

**FORMATION OF COMMITTEES FOR THE INAUGURATION  
OF THE NEW SDO BUILDING**

To: All Concerned Personnel

1. In line with the upcoming inauguration of the new Schools Division Office (SDO) building on August 15, 2025, the following committees have been formed to ensure the orderly preparation and smooth conduct of the said event:

**List of Committees**

**A. Visit and Pre-Inspection**

Chair: Engr. Rudy Tuyay

Members: Inspectorate Team

**B. Program**

Chair: Cynthia Montañez

Members:

Elena Loquias

Maricel Bernal

Cloyd Lagyap

Leo Dato

Milany Corporal

Amy Roman

Maricel Intia

Cindy De Los Santos

**C. Finance**

Chair: Salvacion Bermejo

Members:

Lourdes Azcarraga

Maribel Pandes

**D. Procurement**

Chair: Joy Ibias

Members: Supply Section and Committees with items to be procured

**E. Ways and Means**

Chairs: Arthur Ramboyong / Engr. Rudy Tuyay

Members:

All Utility Personnel

All Security Forces



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Noreen Bernales  
Carl Justin Espinola  
Rosalie Serrano

**F. Food / Catering and Refreshments**

Chairs: Dr. Queenie Mae Salcedo / Dr. Engie Lyn Nagrampa

Members:

Sheila Alcantara  
Johann Rey Sadang  
Marylen Cabaltera

**G. Tokens, Leis, Ribbon Cutting, and Souvenirs**

Chair: OIC-PSDS

Members:

Medalyn S. Ebron  
Benjie Orbon  
Cindy De Los Santos

**H. Guest Invitations**

Chair: Ana Melba Bongon

Members:

Jhomer Rosal  
Lydia Ibasco  
Shara Lyn Ramos  
Erwin Bona  
John Khevin Gambal  
Leo Sarmiento

**I. Stage Decorations and Design**

Chair: Rechie Salcedo

Co-Chair: OIC-PSDS / Ludevina Ester Bolante

Members:

Meriam Camila  
Sheila Guevara  
Cloyd Lagyap  
Arjay Dimanarig

**J. Media and Documentation**

Chair: Marshia Belen (Media) / Ms. Shenna Ampongan  
(Documentation)

Co-Chair: Rommel Velasco

Members:

Julian Oronan  
Chamique Faye Argamusa  
Arlene Albania

**K. Aesthetics**

Chair: Rechie Salcedo

Members: CID-ALS



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2. All committee members are directed to coordinate with their respective chairpersons for planning and implementation. Additional instructions and program flow will be released in a separate memorandum.
3. For your information, guidance, and appropriate action.

*MB*

**MARIA-MAGNOLIA F. BRIOSO**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent