



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
No. **365**, s. 2026

09 JUN 2026

2ND QUARTER KA-AMU-STAHAN 2026

To: Assistant Schools Division Superintendent
All Public Elementary and Secondary School Heads
All School Supply Officers
All Others Concerned

1. The Asset Management Unit (AMU) shall conduct the quarterly "Ka-AMU-stahan" meeting to update all personnel involved in government asset management on the various rules, regulations, policies, and issuances of oversight agencies. This activity shall likewise serve as a venue for addressing concerns and issues and for sharing best practices in government asset management.
2. The Second (2nd) Quarter Meeting shall be conducted on June 9, 2026, at 3:00PM at the Schools Division Office (SDO) Conference Hall. The list of participants and their respective school assignments is attached as an enclosure to this Memorandum.
3. The agenda shall include the following:
 - a. Initial planning of major AMU activities for CY 2026
 - b. Harmonization and review of Asset Management processes; and
 - c. Other concerns related to Asset Management.
4. For immediate dissemination, information, and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Enclosure: List of Participants
Reference: None
To be included in the Perpetual Index
Under the following subject:

MEETING
ASSET MANAGEMENT

ADO/26007 2nd Quarter Ka-AMU-stahan



DepEd Batac City



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LIST OF PARTICIPANTS

NO.	SCHOOL/OFFICE	NAME	POSITION
1	Baay Elementary School	Jenny May P. Gumtang	Administrative Officer II
2	Baligat Elementary School	Kristel Jhoy M. Arcega	Administrative Officer II
3	Baoa East Elementary School	Janinah Grace C. Morota	Administrative Officer II
4	Baoa Elementary School	Mark Lester B. Gudoy	Administrative Officer II
5	Benigno Macadaeg Memorial Elementary School	Deonabel L. Baptista	Administrative Officer II
6	Bil-loca Elementary School	Jean Marie M. Vicente	Administrative Officer II
7	Biningan Elementary School / Cumcumraas-Manggaddi-Pitpitac Elementary School	Jodhel L. Penera	Administrative Officer II
8	Camandingan Elementary School	Maribel S. Tutaan	Administrative Officer II
9	Catalino Acosta Memorial Elementary School	Ralph Jayson T. Sonico	Administrative Officer II
10	Colo-Mabaleng Elementary School	Haydee B. Aguibitin	Administrative Officer II
11	Dariwdiw Elementary School	Carmelo F. Bautista	Administrative Officer II
12	Hilario Valdez Elementary School	Diane M. De Guzman	Administrative Officer II
13	Magnuang Elementary School	Maricel N. Sonico	Administrative Officer II
14	Maipalig-Quiom Elementary School	Renalyn A. Rodrigo	Administrative Officer II
15	Mariano Marcos Memorial Elementary School	Rich Sheena Mae M. Pascua	Administrative Officer II
16	Nagbacalan Elementary School	Matson Jun T. Piniera	Administrative Assistant II
17	Naguirangan-Capacuan Elementary School	Agnes A. Bicera	Administrative Officer II
18	P.Q. Pimentel Elementary School	Claire Jasmin P. Cacatian	Administrative Officer II
19	Parangopong Elementary School	Melpha L. Tabunan	Administrative Officer II
20	Quiling Elementary School	Lauraine Kier B. Panluceno	Administrative Officer II
21	Rayuray Elementary School / City of Batac National High School Rayuray	Marinel T. Saguiguit	Administrative Officer II

NO.	SCHOOL/OFFICE	NAME	POSITION
22	San Mateo Elementary School	Rocelle Grace S. Pitiquen	Administrative Officer II
23	Sumader Elementary School	Jojo H. Bonot	Administrative Officer II
24	Tabug Elementary School	Jayvie B. Suilen	Administrative Officer II
25	City of Batac National High School Payao / Payao Elementary School	Rojanie Joy J. Sacubo	Administrative Officer II
26	Crispina Marcos Valdez National High School	Myla Nikka D. Paino	Administrative Assistant II (School Supply Officer Designate)
27	Ferdinand E. Marcos Senior High School	Charlene Christelle Malubay	Administrative Assistant II (School Supply Officer Designate)
28	General Artemio Ricarte Senior High School	Arianne Zyrillmarie J. De La Cruz	Administrative Assistant II (School Supply Officer Designate)
29	Batac National High School	Maria Cecilia A. Sangalang	Administrative Assistant II (School Supply Officer Designate)
30	City of Batac National High School Poblacion	Mike D. Pagdilao	Administrative Officer I