



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2024-374

To : **BAI SOLLIE B. OLIVER, JD, MATE**
CES-SGOD

NORELIZA A. MISAL
Accountant III

HEIDI B. ESCALONA
Administrative Officer II

Subject : **DESIGNATION OF ENERGY EFFICIENCY AND CONSERVATION
(EEC) OFFICER AND FOCAL PERSONS**

Date : June 3, 2024

The Inter-Agency Energy Efficiency and Conservation Committee (IAEECC) issued Resolution No. 01, s. 2020 directing all government entities to comply with the Government Energy Management Program (GEMP) to reduce the government's monthly consumption of electricity and petroleum products through electricity efficiency and conservation in fuel use of government vehicles, among others. The Resolution and other IAEECC issuances provide the guidelines for the implementation of the GEMP, which includes the use of the savings realized through the implementation of the Energy Efficiency and Conservation Program (EECP) of the different agencies.

The EECP shall include energy efficiency and conservation measures, target savings, motor vehicle inventory, and other strategies that shall be implemented by the agency. The agency shall designate an EEC Officer and EEC Focal Persons to accomplish the tasks stated in the resolution.

Through this, in the exigency of the service and in addition to your current duties and functions, the undersigned hereby designates the following personnel as follows:

Bai Sollie B. Oliver, JD, MATE	EEC Officer
Noreliza A. Mizal	EEC Focal Person
Heidi B. Escalona	EEC Focal Person



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The duties and responsibilities as EEC Officer are as follows;

- a. Prepare, formulate and submit for approval of the head of office the design, plan and implementation, monitoring and evaluation scheme for the energy efficiency and conservation program consistent with the GEMP;
- b. Submit to DOE the approved EEC program, or any modifications thereof; and
- c. Submit to DOE the monthly energy performance report within the period prescribed in the EEC-IRR.

The duties and responsibilities as EEC Focal Person/s as follows;

- a. Lead implementation of the energy efficiency and conservation plans and programs


For your information and compliance.


MELANIE P. ESTACIO

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

SGOD/ces-sbo

DepEd Schools Division of Digos City
RECORDS SECTION

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