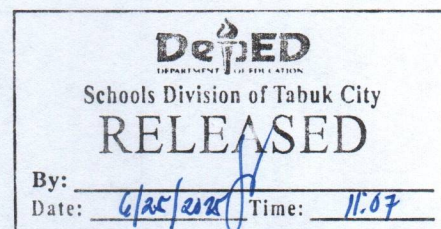




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City



Office of the Schools Division Superintendent

DIVISION MEMORANDUM

NO. 249 s. 2025

KICK-OFF PROGRAM OF SDO TABUK CITY 11TH FOUNDING ANNIVERSARY

To: ASDS
Chief Education Supervisors
Education Program Supervisors
Public school District Supervisors
School Heads of Public Secondary and Elementary Schools
And All SDO Personnel

1. Please be informed that the Kick-Off Activity of the SDO Tabuk City 11th Founding Anniversary will be held at Balawag National High School on July 1, 2025 at 7:30AM.
2. The event will be guided by the following matrix;

Time	Activity	Venue	Persons Involved
7:30- 8:30 AM	Tree Planting	Balawag NHS	All SDO Personnel & School Heads
8:30- 9:30 AM	Anniversary Kick- Off Program	Balawag NHS	All SDO Personnel & School Heads
9:30-10:00 AM	Snacks (Bring your Own)	Balawag NHS	All SDO Personnel and School Heads
10:00- 12:00 NN	Story Telling	Balawag ES	CID Personnel
	Height and Weight Measurement	Balawag NHS	SGOD Health & Nutrition Unit
	Technical Assistance	Balawag NHS/Balawag ES	OSDS
12:00 NN- 1:00 PM	Lunch/ Pot Luck with Functional Divisions designated menu & Packed lunch for school Heads	Balawag NHS	All SDO Personnel, School Heads and Balawag NHS Personnel
1:30 PM- 5:00 PM	Office Work	SDO/ Schools	All SDO Personnel, School Heads

3. SGOD Social Mobilization Unit shall coordinate with the PENRO/CENRO for the availability of fruit-bearing trees seedlings to be planted.



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4. Participants are advised to bring bolos and other needed tools. To add impetus to the event, SDO Personnel are instructed to wear SDO Green Shirt while School Heads shall wear their Designated District Uniforms.
5. A separate memo shall be released for the guidance of all in the upcoming culminating activities which is slated on July 29, 2025.
6. For your information and strict compliance.

BENEDICTA B. GAMATERO PhD, CESO V
Schools Division Superintendent



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