



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF CAPIZ

November 15, 2024

DIVISION MEMORANDUM

No. **723** s. 2024

**2024 PARTNERS AND STAKEHOLDERS RECOGNITION AND
APPRECIATION PROGRAM**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
Elementary, Secondary and Integrated School BE/Partnership Focal Persons
All Others Concerned

1. In consonance with Memorandum OUOPS No. -2024-13-01712 dated March 4, 2024 titled **“Guidelines on the Release Utilization, Monitoring and Reporting of Program Support Funds for Building Partnership and Program (PSF-BPLP) for Fiscal Year 2024”**, the School Governance and Operations Division (SGOD), through the Social Mobilization and Networking Unit, will conduct the **2024 Partners and Stakeholders Recognition and Appreciation Program** on **December 6, 2024 (Friday)**. The venue will be announced later.
2. This activity aims to:
 - a. initiate, encourage and strengthen cooperation among education partners and stakeholders; and
 - b. appreciate and recognize partners and stakeholders who displayed outstanding contribution in the implementation of Adopt-a-School Program (ASP).
3. The participants to this activity are the following:

Participants
• SDS
• ASDS



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• DepEd RO 6 Personnel
• CES, CID and SGOD
• Public Schools District Supervisors
• Education Program Supervisors
• LGU (local Chief Executive/Chair, Committee on Education of Different Municipalities
• LGU Province
• SDO Partners and Stakeholders
• President, Provincial Federated PTA SY 2024 - 2025
• Education Partners and Stakeholders District Level including Capiz NHS
• District Brigada Eskwela and Partnership Focal Persons including Capiz NHS
• Section/Unit Heads
• SDO Personnel and Working Committees

- Each district (elementary, secondary, and integrated schools) including Capiz NHS is requested to submit two (2) partners or stakeholders (either Private or NGO — group, institutional, or individual) who have made outstanding contributions to the implementation of the Adopt-a-School Program (ASP). Kindly complete submissions by **November 28, 2024**, through the provided Google link. Photos or logos of the partners or agencies should be uploaded via the link. The link will be shared in the BE/Partnership group chat.
- Attached are the working committees and schedule of activities for reference.
- It is expected that all participants will be dressed in “Filipiniana” and “Barong”.



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7. Expenses relative to the conduct of this activity are chargeable against the downloaded fund for Adopt-a-School Program (ASP)/Program Support Fund (PSF) and other funds/sources subject to the usual accounting and auditing rules and regulations.
8. For more information about this activity, contact **Mr. Romar S. Jaravelo**, SEPS, Mobile No. 09128108586 or **Ms. Ann Marie D. Villamor EdD**, EPS II, Mobile No. 09399368303 Social Mobilization and Networking Unit of School Governance and Operations Division (SGOD),
9. Immediate dissemination of this Memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Encl:

As stated

Reference:

OUOPS No. -2024-13-01712

To be indicated in the Perpetual Index
under the following subjects

PROGRAMS
AWARDS

SCHOOLS
RECOGNITION

PARTNERSHIPS



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SCHEDULE OF ACTIVITIES

<i>Date</i>	<i>Activities</i>
November 13, 2024	Preparation: Lay-outing of Plaques and Certificates & Program
November 19, 2024 (Afternoon)	Online Orientation with District BE/Partnership Focal Persons including Capiz NHS
November 20 – 29, 2024	<ul style="list-style-type: none">• Delivery of the Letter of Communication to Partners/Stakeholders• Consolidating the List of Partners/Stakeholders including Logo for the Group/Institutional and Picture for the Individual Partners/Stakeholders
November 27, 2024	Orientation with the Different Working Committees
November 27, 2024	Finalization of the Program
November 27, 2024	Conference with the following: <ul style="list-style-type: none">• IT Technical Support on the proceedings of the program• Host
November 27 & December 2 - 5 2024	Finalization of the following: <ul style="list-style-type: none">• Program• Lay-out sequence of the program to be displayed on the LED Wall
December 5, 2024	Labelling of the Plaques and Certificates by the Committee Members
December 4, 2024	Updating of the Preparation by the different working committees
December 5, 2024	<ul style="list-style-type: none">• Preparation of Venue• Dry Run (Circulo Convention Center/SDO Multi-Purpose Hall)
December 6, 2024	2024 Partners and Stakeholders Recognition and Appreciation Program



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**2024 PARTNERS AND STAKEHOLDERS RECOGNITION
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WORKING COMMITTEES

PROGRAM COMMITTEE

Chairman: Mr. Romar S. Jaravelo - SEPS, SocMobNet
Co-Chairmen: Dr. Ann Marie D. Villamor - EPS II, SocMobNet
Ms. Dorislyn T. Bellosillo – Master Teacher I, Ivisan ES & Division Music Coordinator
Edwel Jonh Alloc Jr. – Teacher I, Mambusao NHS
Ms. Ma. Maybel B. Obispado – Teacher II, Sapien NHS
Dr. Buddy E. Alvarez, Jr. – Master Teacher I, Sapien NHS
Dr. Lourdelyn Fuentes -SDO Dentist

INVITATION/PROTOCOL OFFICERS COMMITTEE

Chairman: Dr. Ann Marie D. Villamor - EPS II, SocMobNet
Co-Chairmen: Ms. Yzarda Claudette Ballera - PDO I
Jamie Rose Magsila – Admin, SGOD
Ralph B. Quejada - COS
All District BE/Partnership Focal Persons including Capiz NHS

PREPARATION/LAY-OUT OF CERTIFICATES & PLAQUES COMMITTEE

Chairman: Mr. Romar S. Jaravelo – SEPS, SocMobNet
Co-Chairmen: Dr. Ann Marie D. Villamor - EPS II, SocMobNet
Jamie Rose Magsila – Admin, SGOD

DECORATION AND BOOTH

Chairman: Mr. Cerelo Villagrancia, ADAS
Co-Chairman: Mr. Ronnel B. Bechayda- Master Teacher I, CLRANHS

IT TECHNICAL SUPPORT, SOUND AND LED WALL

Chairman: Mr. Emmanuel V. Lati, Division ITO
Co-Chairmen: Mr. Geneboy Amador –Teacher III, Dulangan NHS
Mr. Vincent Lausa- School Head, Basiao NHS
Mr. Erden Gentolea, Teache III, Pontevedra NHS
Mr. Larry Mar Farinas- Teacher III, Ivisan NHS
Mr. Rio A. Ureta – Teacher III, Basiao NHS

VENUE/HALL PREPARATION/PHYSICAL ARRANGEMENTS

Chairman: Engr. Marlon V. Clarito- Division Engineer III
Co-Chairmen: Mr. Rene Hortillas Jr. – Nurse II
Mr. Rechie Bayhon – Nurse II
Calvin B. Calinao - COS



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REGISTRATION

Chairman: Dr. Ann Marie D. Villamor - EPS II, SocMobNet
Co-Chairmen: Ms. Mary Grace Atinon – EPS II, M & E
Ms. Glenda Marie B. Botin, JD, PDO-II
Ms. Jamie Rose C. Magsila -ADAS, SGOD

DOCUMENTATION COMMITTEE

Chairman: Ms. Jhean Mae Grace Lingco -PDO I
Co-Chairman: Mr. Ivan Vito – AO II

FOOD

Chairman: Dr. Immaculada J. Amores – SEPS, HRD
Co-Chairman: Mr. Romar S. Jaravelo- SEPS, SocMob

USHER & USHERETTE

Chairman: Ms. Joanne Dequina – Nurse II
Co-Chairmen: Ms. Candelaria Talabucon -Nurse II
Ms. Monna Liza Eribal - Nurse II
Emma Joy Santiago - COS

TRANSPORTATION COMMITTEE

Chairman: Mr. Francis Embucado
Co-Chairmen: Mr. Jim Duenas
Mr. Christian Czar Bartocillo
Mr. Rey Bernaldez

WAYS & MEANS

Chairman: Ms. Rhodela Martinez – Administrative Officer IV
Co-Chairmen: Ms. Armida Gonzales
Mr. J-Carl Bediones
Mr. Victor Benjamin
Mr. Jordan Bundalan

MEDICAL

Chairman: Dr. Joy Arnold T. Lejos
Co-Chairmen: Dr. Lourdelyn Fuentes
Ms. Rolendy De Pedro
Alvin Braulio – Nurse II

MASTERS OF CEREMONIES

Dr. Buddy E. Alvarez, Jr. - Master Teacher I, Sapian NHS
Ms. Ma. Maybel B. Obispado – Teacher II, Sapian NHS



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M & E AND END OF PROGRAM EVALUATION

Chairman: Mr. Ronald Dile
Co-Chairman: Ms. Mary Grace Atinon

OVER-ALL CHAIRMEN

Mr. Romar S. Jaravelo – SEPS, SM & N
Dr. Ann Marie D. Villamor – EPS II, SM & N

CONSULTANTS

ATTY. JOSEPH A. ITURRALDE – Attorney III, Legal Services
DR. EDNA B. AZCARAGA -EPS/OIC- Office of the CES - SGOD
DR. SEGUNDINA F. DOLLETE – CES, CID
DR. LUZ U. BANZON, CESE -OIC, Office of the Assistant Schools Division Superintendent
DR. MIGUEL MAC D. APOSIN, CESO V – Schools Division Superintendent