



Republic of the Philippines
Department of Education
REGION XI
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023-278

To : Mary Joy Fortun - PSDS
 Jacqueline A. Jaum – School Head
 Concerned Division Non-Teaching Personnel
 Concerned Teaching Personnel

Subject : **LIST OF TWG DURING THE CONDUCT OF THE MANGROVE
 PLANTING AND COASTAL CLEAN-UP DRIVE**

Date : June 7, 2023

In relation to the conduct of 2023 Regional Festival of Talents this June 8 to 12, 2023 in Digos City," this Office requests the Technical Working Group to perform the following tasks from June 9 to 10, 2023 in preparation of the Mangrove Planting and Coastal Clean-Up Drive activity to wit;

Date	Tasks / Activities	Persons Involved
June 9, 2023	Preparation of the venue for Zumba and planting site for mangrove and coastal clean-up activity.	TWG from Pedro Garcia ES and some Division Personnel.
June 10, 2023	Facilitate during Zumba and mangrove planting and coastal clean-up activity.	TWG from Pedro Garcia ES and some Division Personnel.

Stipulated in Enclosure 1 is the list of TWG members of the mangrove and coastal activity.

Teachers shall adhere to the policy on "No Disruption of Classes" as per DepEd Order No. 9, s. 2005 entitled "Institutionalizing Measures to Increase Engaged Time-on Task and Ensuring Compliance Therewith." School head is expected to make necessary arrangements ensuring that classes handled by the involved teachers will be taken care or by other teachers.

Service credits shall be granted to all public school teacher-participants while compensatory overtime credits (COG) shall be granted to supervisors, school heads, and non-teaching personnel from division for the services rendered during Saturdays, Sundays, or holidays (DepEd Order No. 53, s. 2003).

Traveling expenses relative to the conduct of the activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

DepEd Schools Division of Digos City For and in the absence of the
 RECORDS SECTION Schools Division Superintendent

RELEASED
 DATE: JUN 07 2023 TIME: 4:52
 BY: _____

NORELIZA A. MISAL, CPA
 Accountant III
 Officer-In-Charge



List of Technical Working Group for Mangrove Planting and Coastal Clean-up drive activity.

SDO Personnel

	CHAIRPERSON	MEMBERS
Zumba	Mark Jayson C. Mabini	Diana Grace V. Amigo
Host	April Rose A. Alcala	
Facilitators	Maria Leonora P. Salazar	Daynie Beth D. Cabardo
		Jona Moilereen M. Nahine
		Guy R. Mara-asin
		Aljun Jay A. Loma
		De Jean D. Arevalo

PEDRO GARCIA ES

Flaglets	CHAIRPERSON	MEMBERS
	Tessie S. Jimenez	Maria Gilda C. Lustre
		Eleonor E. Cuevas
		Ana R. Landero
		Hazy Jade H. Ruga
		Cherrievic C. Sanchez
Foods	Yayane O. Santillan	Emily B. Arbuyes
		Sarah Jane E. Jalalon
		Alma G. Mending
Site / Area	Ailyn E. Alferez	Eleonor E. Cuevas
Hall Preparation	Ellen R. Coles	Krizzia Mae E. Partosa
Decoration	Elizabeth E. Orlanes	Joy Marie F. Dellona
		Jessa R. Aigen
		Manilyn C. Escaso
Sound System	Yayane O. Santillan	
Signages	Relialyn A. Ramos	Cherrievic C. Sanchez
		Johaira H. Ansa
Coordination with Barangay	Jacqueline A. Jaum	Geoffrey S. Andrade
Documentation	Mabele D. Alag	Laurence Jean L. Rios
Restoration	Zoraina K. Aguilar	Gina C. Cabural
		Harriet H. Mendez