



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Roxas Street, Digos City

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 010, s. 2025

January 21, 2025

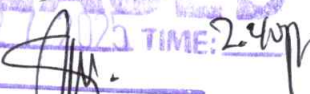
RECALL ORDER OF APPROVED FORCED LEAVE

To: BEVERLY S. DAUGDAUG
CID -Chief

1. In the exigency of the service, you are hereby directed to report to work on December 10,17,18,26 & 27, 2024 for your participation to the Year - End MANCOM to be held at Apo View Hotel, Davao City; to attend the 2024 Basic Achievement of Notable Great Educators Awards (BANGA) and to perform your regular tasks for the delivery of basic services .
2. In view hereof, your Approved Forced Leave is/are hereby recalled. Hence, the Human Resource Management Office is likewise directed to reinstate the said leave to your total accumulated Vacation Leave for CY 2024.
3. For compliance.


MELANIE P. ESTACIO, Ph.D, CESO VI
Schools Division Superintendent

Schools Division of Digos City
RECORDS SECTION

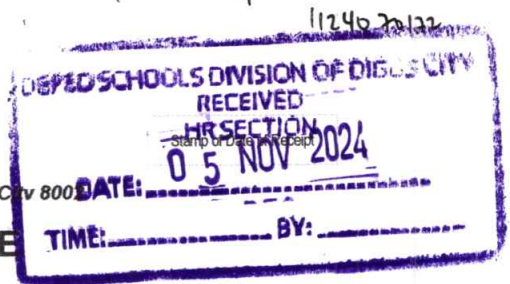
RELEASED
No 113
DATE: JAN 27 2025 TIME: 2:40p
BY: 



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002.
Tel No.: 553-8396/553-8376/553-9170/553-8375
Fax No.: 553-8396/553-8376. Website: Email: digos.city@deped.gov.ph



Republic of the Philippines
Department of Education
Schools Division Office - Digos City
Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8001



APPLICATION FOR LEAVE

| | | |
|---|--|------------------------------|
| 1. OFFICE/DEPARTMENT CID | 2. NAME : (Last) (First) (Middle Name) DAUGDAUG BEVERLY SAGABAEN | |
| 3. DATE OF FILING November 4, 2024 | 4. POSITION CID- Chief | 5. SALARY P 93,043.00 |

6. DETAILS OF APPLICATION

| | |
|---|---|
| <p>6.A TYPE OF LEAVE TO BE AVAILED OF</p> <p><input type="checkbox"/> Vacation Leave (Sec. 51, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input checked="" type="checkbox"/> Mandatory/Forced Leave (Sec. 25, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Sick Leave (Sec. 43, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Maternity Leave (R.A. No. 11210 / IRR issued by CSC, DOLE and SSS)</p> <p><input type="checkbox"/> Paternity Leave (R.A. No. 8187 / CSC MC No. 71, s. 1998, as amended)</p> <p><input type="checkbox"/> Special Privilege Leave (Sec. 21, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Solo Parent Leave (RA No. 8972 / CSC MC No. 8, s. 2004)</p> <p><input type="checkbox"/> Study Leave (Sec. 68, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> 10-Day VAWC Leave (RA No. 9262 / CSC MC No. 15, s. 2005)</p> <p><input type="checkbox"/> Rehabilitation Privilege (Sec. 55, Rule XVI, Omnibus Rules Implementing E.O. No. 292)</p> <p><input type="checkbox"/> Special Leave Benefits for Women (RA No. 9710 / CSC MC No. 25, s. 2010)</p> <p><input type="checkbox"/> Special Emergency (Calamity) Leave (CSC MC 1)</p> <p><input type="checkbox"/> Adoption Leave (R.A. No. 8552)</p> <p>Others: _____</p> | <p>6.B DETAILS OF LEAVE</p> <p><i>In case of Vacation/Special Privilege Leave:</i></p> <p><input checked="" type="checkbox"/> Within the Philippines _____</p> <p><input type="checkbox"/> Abroad (Specify) _____</p> <p><i>In case of Sick Leave:</i></p> <p><input type="checkbox"/> In Hospital (Specify Illness) _____</p> <p><input type="checkbox"/> Out Patient (Specify Illness) _____</p> <p><i>In case of Special Leave Benefits for Women:</i></p> <p>(Specify Illness) _____</p> <p><i>In case of Study Leave:</i></p> <p><input type="checkbox"/> Completion of Master's Degree</p> <p><input type="checkbox"/> BAR/Board Examination Review</p> <p><i>Other purpose:</i></p> <p><input type="checkbox"/> Monetization of Leave Credits</p> <p><input type="checkbox"/> Terminal Leave</p> |
| <p>6.C NUMBER OF WORKING DAYS APPLIED FOR</p> <p>5 days</p> <p>INCLUSIVE DATES</p> <p>December 10, 17-18, 26-27, 2024</p> | <p>6.D COMMUTATION</p> <p><input type="checkbox"/> Not Requested</p> <p><input type="checkbox"/> Requested</p> <p style="text-align: right;">_____ (Signature of Applicant)</p> |

7. DETAILS OF ACTION ON APPLICATION

| | | | | | | | | | | | | | |
|--|----------------|----------------|------------|--------------|------|--|-----------------------|---|--|---------|--|--|---|
| <p>7.A CERTIFICATION OF LEAVE CREDITS</p> <p>As 10/21/2024</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td></td> <td>Vacation Leave</td> <td>Sick Leave</td> </tr> <tr> <td>Total Earned</td> <td>FL 5</td> <td></td> </tr> <tr> <td>Less this application</td> <td>5</td> <td></td> </tr> <tr> <td>Balance</td> <td></td> <td></td> </tr> </table> <p style="text-align: center;">FRANCIS JUDE D. ALCOMENDRAS Administrative Officer V</p> | | Vacation Leave | Sick Leave | Total Earned | FL 5 | | Less this application | 5 | | Balance | | | <p>7.B RECOMMENDATION</p> <p><input checked="" type="checkbox"/> For approval</p> <p><input type="checkbox"/> For disapproval due to _____</p> <p style="text-align: center;">MARIA GENEVIEVE T. FRANCISQUETE, CESO VI Assistant Schools Division Superintendent</p> |
| | Vacation Leave | Sick Leave | | | | | | | | | | | |
| Total Earned | FL 5 | | | | | | | | | | | | |
| Less this application | 5 | | | | | | | | | | | | |
| Balance | | | | | | | | | | | | | |

| | |
|--|--|
| <p>7.C APPROVED FOR:</p> <p><u>5</u> days with pay</p> <p>_____ days without pay</p> <p>_____ others (Specify)</p> | <p>7.D DISAPPROVED DUE TO:</p> <p>_____</p> <p>_____</p> |
|--|--|

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent



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

Office of the Schools Division Superintendent

Tel. No.: (082) 553-8375; 553-8376; 553-8396

Certificate of Appearance

This is to certify that

Mr./Ms. Daugdaug, Beverly appeared during the conduct of the activity titled **“Innovate from Your Strengths: Advance and Launch Your Big Idea and Year-End Management Committee (MANCOM) Meeting”** held at Apo View Hotel, Davao City on December 17-18, 2024.

Given this 18th day of December 2024 at Apo View Hotel, Davao City, Philippines.

Sollie B. Oliver, Jr. 12/16/24
SOLLIE B. OLIVER, JD, MATE
Chief Education Supervisor-SGOD



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2024- 802

To: : Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Members of the MANCOM

Subject : **VENUE ON THE CONDUCT OF INNOVATE FROM YOUR STRENGTHS: ADVANCE AND LAUNCH YOUR BIG IDEA AND YEAR-END MANAGEMENT COMMITTEE (MANCOM) MEETING**

Date : December 5, 2024

This is reference to Division Memorandum SGOD-2024-733 dated November 13, 2024, re: Attendance in the Conduct of Innovate from Your Strengths: Advance and Launch Your Big Idea and Year-End Management Committee (ManCom) Meeting.

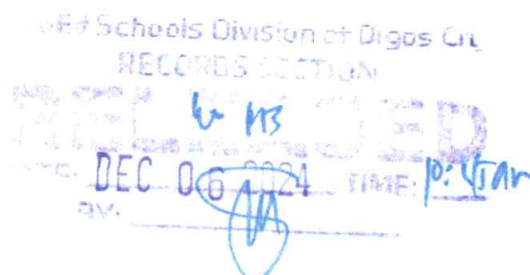
All concerned personnel are informed that the venue of the said activity will at Apo View Hotel, Davao City.

All other details of the previous communication shall remain in effect.

For the information and compliance with by all concerned.

For and in the absence of the Schools Division Superintendent:

MARIA GENEVIEVE T. FRANCISQUETE, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge





Republic of the Philippines

Department of Education

Region XI

SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2024-727

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Members of the MANCOM

Subject : **ATTENDANCE IN THE CONDUCT OF INNOVATE FROM YOUR STRENGTHS: ADVANCE AND LAUNCH YOUR BIG IDEA AND YEAR-END MANAGEMENT COMMITTEE (MANCOM) MEETING**

Date : November 13, 2024

Innovation in education refers to the implementation of new ideas, tools, methods, or approaches to improve teaching and learning experiences. With the rapid pace of technological advancement, societal changes, and diverse learning needs, innovation has become crucial in shaping education to be more effective, inclusive, and relevant to the needs of the 21st century. Innovation in education is vital for modernizing teaching methods, enhancing student outcomes, and preparing learners to succeed in a rapidly changing world.

In addition, to address the different issues and concerns of this Division, the Management Committee (ManCom) Meeting shall be conducted on December 17-18, 2024 within Davao City. To this end, attendance is a must and that no proxy is allowed.

Meals, snacks, transportation expenses, and accommodation of the participants shall be charged to School/Division MOOE/funds subject to usual accounting and auditing rules and regulations.

Please see the attached Indicative Program of Activities and List of attendees for ready reference.

For the information and compliance with by all concerned.

For and in the absence of the Schools Division Superintendent:

PETER-JASON C. SENARILLOS
Senior Education Program Specialist
Officer-In-Charge

DATE: NOV 13 2024 TIME: 1:00 PM
BY: [Signature]

Enclosed As stated
SGOD/rbd





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

Office of the Schools Division Superintendent


Tel. No.: (082) 553-8375; 553-8376; 553-8396

Certificate of Appearance

This is to certify that

Mr./Ms. Daug daug, Beverly appeared during the
conduct of **2024 Year-End Partners Recognition and Recognition**
and 2024 Basic Education Achievement of Notable and
Great Educators Awards (B.A.N.G.A)
held at Crisbele Crown Center, Digos City on December 10, 2024.

Given this 10th day of December 2024 at Digos City, Philippines.


SOLLIE B. OLIVER, JD, MATE
Chief Education Supervisor-SGOD



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

DIVISION MEMORANDUM
No. 061, s. 2024

November 4, 2024

**PARTICIPANTS TO THE 2024 YEAR-END PARTNERS
CONVERGENCE AND RECOGNITION AND 2024 BASIC EDUCATION
ACHIEVEMENTS OF NOTABLE AND GREAT EDUCATORS AWARDS
(B.A.N.G.A.)**

To: Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Concerned Public School Teachers
PRAISE Committee
Concerned SDO Personnel

1. This is in reference to Division Memorandum Number 059, series 2024 dated October 23, 2024, re: 2024 Year-End Partners Convergence and Recognition and 2024 Basic Education Achievements of Notable and Great Educators Awards (B.A.N.G.A.) on December 10, 2024 at 1:00-5:00PM. The venue will be at Crisbele Crown Center, Digos City.
2. Attached are the Technical Working Group, Indicative Program of Activities, List of Attendees and sample of attire for ready reference.
3. For information, guidance, and compliance.

For and in the absence of the SDS:

Sollie B. Oliver 11/4/24
SOLLIE B. OLIVER, MATE, JD
Chief ES, SGOD
Officer-In-Charge

Schools Division Office - Digos City
RECORDS SECTION

RELEASED
DATE: NOV 05 2024 TIME: 7:25 AM
BY: *[Signature]*