



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION



**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025- 700

To : CID Chief  
Education Program Supervisor Concerned (MAPEH)  
Public Schools District Supervisors  
Secondary and Elementary School Heads  
Teachers Concerned

Subject : PLANNING FOR THE OPENING SALVO IN THE 25<sup>TH</sup> FOUNDING  
ANNIVERSARY IN DIGOS CITY

Date : July 30, 2025

In reference to the letter from the City Mayor Josef F. Cagas, dated July 30, 2025, re: **Planning for the Opening Salvo in the 25<sup>th</sup> Founding Anniversary in Digos City**, this Office enjoins the participation of the following teachers and division personnel to attend in the said activity from 8:00 am to 5:00 pm on August 1, 2025 at 3<sup>rd</sup> Floor, New City Hall, Digos City to wit:

Name of Teachers/Personnel	School/Office
Angel V. Bisaga, Jr.	Schools Division Office
Merian Estrada	DiCNHS
Jay Mark Alocelja	DMMES
Regina Robante	Aplaya ES

The teacher-participant 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 heads are expected to make necessary arrangements ensuring that classes handled by the teachers will be taken care of by other teacher.



**Address:** Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)  
**Telephone Nos.:** (082) 553-8375; (082) 553-8396



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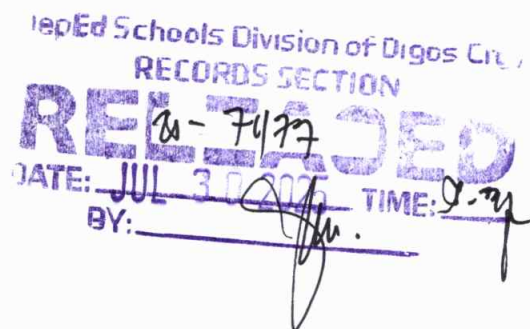
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**Office of the Schools Division Superintendent**

Travel expenses of the participants shall be charged to the local funds, all subject to the usual government accounting and auditing rules and regulations.

For dissemination and compliance.

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



Enclosed: As stated.  
CID/avb



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Republic of the Philippines  
Province of Davao del Sur  
CITY OF DIGOS



July 29, 2025

**MELANIE P. ESTACIO, CESO VI**  
Schools Division Superintendent  
DepEd Schools Division of Digos City



Dear Madame:

Greetings!

The **CITY GOVERNMENT OF DIGOS** is gearing up for Digos City's **25<sup>th</sup> Founding Anniversary** on **September 8, 2025**. On **August 15, 2025** an **OPENING SALVO** will signify the start of a month-long festivity to celebrate this silver milestone and announce to the community that the festivities have begun and will continue up to the 8<sup>th</sup> of September.

For this, on **AUGUST 1, 8:00 AM-5:00 PM**, we request the presence of individuals mentioned hereunder for a **MEETING** to discuss matters pertinent to the **OPENING SALVO** of the **25<sup>th</sup> ARAW NG DIGOS CITY**, to wit:

**ANGEL V. BISAGA, Jr.**  
**MERIAN ESTRADA**  
**JAYMARK ALOCELJA**  
**MA. REGINA ROBANTE**

**EPS-Digos City Division**  
**Digos City National High School**  
**Don Mariano Marcos Elementary School**  
**Aplaya Elementary School**

We endeavor to have them as **TECHNICAL WORKING** Group Members to ensure the success of the **OPENING SALVO** and make the **25TH ARAW NG DIGOS** truly spectacular.

A positive rejoinder from your good office for this humble request of ours is one form of valuable support we would deeply appreciate. Let us journey together in remembering the wonderful beginnings and history of our beloved Digos City as we forge forward for more prosperous years ahead.

May the Good Lord bless us in all our endeavors!

Truly yours,

Hon. **JOSEF F. CAGAS, RN JD**  
City Mayor

