



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-444

To : SGOD Chief
Administrative Officer V

MICAH A. FUENTES, MD
Medical Officer III

MARK JAYSON C. MABINI
Administrative Officer II

Subject : **ADDENDUM TO DM SGOD-2025-424: TREE PLANTING
ACTIVITY FOR THE SITE DEVELOPMENT OF THE NEW
SCHOOLS DIVISION OFFICE OF DIGOS CITY**

Date : July 28, 2025

In reference to the Division Memorandum SGOD-2025-424 dated July 21, 2025 re: *Tree Planting Activity for the Site Development of the New Schools Division Office of Digos City*, this Office hereby directs you to attend and perform assigned role for the smooth conduct of the above-mentioned activity.

For information and guidance.

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

JUL 29 2025

Schools Division of Digos City
RECORDS SECTION

RELEASED
DATE: JUL 29 2025 TIME: 2:07pm
BY: *[Signature]*



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Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025- 424

To : ASDS
CID Chief
SGOD Chief
Administrative Officer V
All Public School Heads
Division LFP Coordinators
Division DRRM Coordinator
Engineer III

Subject : **TREE PLANTING ACTIVITY FOR THE SITE DEVELOPMENT
OF THE NEW SCHOOLS DIVISION OFFICE OF DIGOS CITY**

Date : July 21, 2025


In line with the site development of the **new Schools Division Office of Digos City**, a **Tree Planting Activity** will be conducted on **July 30, 2025 (5:30 am)** at **Colorado Elementary School** to enhance the landscape and promote environmental sustainability of the area.

In relation to this, each District is requested to provide eight (8) saplings of Variegated African Talisay and eight (8) pcs Bamboo Tree Guard. Attached herewith is a sample detail of the required tree guard for your reference and compliance.

All participants are requested to wear plain white shirt, bring their own bottled water/tumbler, and gardening tools for the activity.

For information and guidance.

Schools Division Office of Digos City
RECORDS SECTION

RELIEVED
DATE: JUL 23 2025 TIME: 4:00 PM
BY: 




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