



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XIII



Caraga Administrative Region
SCHOOLS DIVISION OFFICE OF SURIGAO CITY

Roxas St, CV Diez MCES Compound, Brgy. Washington Surigao City
Telefax: (086) 826-3075; Tel Nos. (086) 826-8931, 826-1268



September 23 , 2019

DIVISION MEMORANDUM
No. 302 s. 2019

**CAPABILITY BUILDING AWARENESS ON EMPLOYEES WELFARE BENEFITS FOR
WOMEN CUM 45TH DEPED SURIGAO CITY ANNIVERSARY AND WORLD TEACHER'S
DAY**

TO : Assistant Schools Division Superintendent
Chief, School Governance and Operations Division (SGOD)
Chief, Curriculum Implementation Division (CID)
This Division

1. Relative to the commemoration of DepEd Surigao City per Division Memorandum No. 31, s. 1974, effective October 11, 1974, the Surigao City Schools Division functioned as a distinct separate schools division. Remarkably concurrent, National Teacher's Day is celebrated on said month for teaching, non-teaching, and teaching-related personnel of Schools Division of Surigao City. This year, DepEd Surigao City celebrates its 45th anniversary of providing quality basic education as well as successfully implementing all the programs and projects. This year's celebration bears the theme: *"45 Years of Nurturing a Culture of Educational Excellence, Collaboration and Partnership"*.
2. This is a 2-day activity that aims to:
 - Day 1**
 - a. donate life in sustaining for the lifetime living of others;
 - b. discuss on Expanded 105-Day Maternity Leave Benefits;
 - Day 2**
 - a. account and recognize valued educators, partners, and stakeholders;
 - b. provide health and wellness enjoyment to teaching and non-teaching personnel;
 - c. honor those who rendered years in service; and
 - d. provide a venue to interact with multihued personnel of DepEd Surigao City.
3. On the **10th of October 2019**, the following are the activities:
 - a. All DepEd Surigao City personnel are required to take part in the **Blood Letting activity** at the Third Floor of the Schools Division Office of Surigao City at exactly **9:00 in the morning**.
 - b. The Division ManCom family and selected SDO Human-Based Resource are also required to attend the **Capacity Building on Employees Welfare Benefits for Women (Expanded 105-Day Maternity Leave)** at the Third Floor of the Schools Division Office of Surigao City at exactly **1:00 in the afternoon**.

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4. On the 11th of October 2019, there will be a **Eucharistic Mass** at the **Surigao City Cathedral** at **6:00 in the morning** and a **motorcade** follows right after the mass. (*Attire to be worn are the prescribed district and division T-shirts for schools and division office personnel, respectively*).

These are the following activities to be conducted at **Surigao City Auditorium**;

Morning

- a. The **awarding of stakeholders** in the Oplan Balik Eskwela & Brigada Eskwela 2019 will then follow. Also to be awarded are the **school principal, BE coordinators**, and the **PSDSs** of the stakeholders. No lunch will be served; snacks will be served for the stakeholders including teaching, non-teaching personnel, and teaching-related personnel charged to School MOOE and Division HRTD Funds.
- b. There will be a **5-minute cheer dance competition**, composed of **15 to 20 members** of teaching and non-teaching personnel. Specifically, there shall be no lifting and no pyrotechnics incorporated in the cheer dance. (*See enclosure for the criteria & guidelines.*)

Afternoon

- a. The 45th DepEd Surigao City celebration will start **3:00** at **Surigao City Auditorium**.
- b. There will be a **3-min presentation** during the **acknowledgement of participants**.
- c. A brief history of DepEd Surigao City (please see attached History of DepEd Surigao City) will be played via multimedia presentation.
- c. Only hand-held props are allowed. Loyalty awardees will be given recognition.
- d. Raffle draws will be held. And door prizes await personnel of the schools division.
- e. All Schools Districts are required to choose their respective **“Star of Night Participants”** (1 male and 1 female) including the Division Office.
- f. Female personnel must come in a **sapphire blue attire** formal dress and male personnel must wear any sapphire blue long-sleeved polos.

5. In addition, please submit the number of final participants per school by district at the office of Mrs. Estela P. Siega @ SOCMOB. (*see attached template*)

6. All expenses to be incurred in the activities shall be charged to School MOOE for Districts and HRTD Funds for Division office-based personnel.

7. Immediate and wide dissemination of this memorandum is highly desired.

FLORENCE E. ALMADEN, CESE
OIC- Schools Division Superintendent

Mlb.esl.fea102019

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HISTORY OF THE SCHOOLS DIVISION OF SURIGAO CITY

The integrated Reorganization Plan of 1974 created the Surigao City Division phasing out the divisions of Dinagat and Siargao through an advice contained in a letter of the Secretary of the Department of Education, Hon. Juan L. Manuel dated October 3, 1974.

Division Memorandum No. 31, s. 1974 issued to the field by the Academic Supervisor explicitly pronounced that effective October 11, 1974, the Surigao City Schools Division will function as a distinct and a separate schools division from the Division of Surigao del Norte with Superintendent German A Guazon as the City Schools Superintendent.

Approved staffing patterns provided by the Department of the Reorganization Committee redeployed office staff/personnel to the two divisions of Surigao del Norte and Surigao City.

The division office temporarily occupied the Agro-Industrial Display Center near the City Hall until it moved after the completion of a two-storey Division Office building near the Surigao City Pilot School in 1986. Working for the construction of the building were the efforts of Superintendent Francisco Mendon and Asst. Superintendent Socorro L. Sering. The division had its operations in this location until the 10th of October, 2013. Presently, the new division office is located in its new site within the C.V. Diez Memorial Central Elementary School compound.

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Enclosure No. 1

GENERAL GUIDELINES for CHEERDANCE COMPETITION

Field Demonstration:

1. The contest is open to teaching and non-teaching personnel of DepEd Surigao City.
2. Each district must have a minimum of 15 and a maximum of 20 performers to include props men.
3. The presentation should not be less than four (4) minutes and more than six (6) minutes including entrance and exit. Every ten (10) seconds excess from the allotted time (during the presentation) means two points deduction from the total score obtained by the team.
4. The routine parameters:
 - The routines are cheers or yells, creative dance or gimmickry and the cheer-dance routine piece.

The order of the performance is:

- First, the cheers or yells for not more than ONE (1) MINUTE
- Second, the creative dance or gimmickry for not more than TWO (2) MINUTES
- Last, the cheer-dance routine piece must not exceed FIVE (5) MINUTES

(A minimum of 4 minutes and a maximum of 6 minutes excluding the preparation, entrance and exit are given to each performing team. Timing starts at the first obvious moment or sound and ends when the end of the routine is obvious to the official timer.)

5. Only hand-held props are allowed. Pyrotechnics and other similar dangerous or hazardous props are strictly prohibited. There is a limit of only two (2) hand-held "safe props" to be used by the performers (ex: pompoms, flaglets, placards).
6. Cheers/chants must be yelled by the dancers live (not pre-recorded).
 * Creative dance is any dance performance accompanied by pre-recorded music geared towards entertaining the audience

CRITERIA FOR JUDGING

Choreography (<i>consistent and creative application of the elements of dance and choreography</i>)	40%
Performance (<i>grace, skill, mastery of the dance and execution of steps, discipline of the dancers.</i>)	40%
Costume and Props (<i>originality, uniformity and attractiveness Of the costume and props</i>)	20%
TOTAL	100%

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DISTRICT _____

NAME OF SCHOOL	NO. OF PARTICIPANTS

Prepared by:
