



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



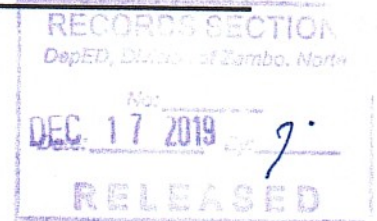
Unnumbered Memorandum

To : Public Schools District Supervisors
Elementary and Secondary School Heads
Elementary and Secondary School Teachers
All Others Concerned

From : The Office of the Schools Division Superintendent

Subject : **2019 Division Awards Ceremony**

Date : December 6, 2019



1. The Office of the Schools Division Superintendent is very pleased to announce the conduct of the **2019 Division Awards Ceremony** on December 18, 2019, 9:00 AM, at Mibang Hotel, Dipolog City.
2. The 2019 Division Awards Ceremony is conducted to give due recognition to the division and field personnel who have exhibited outstanding performance in the discharge of their duty and to the education stakeholders who have given invaluable support to the public school system of this province.
3. In view of this, the following division personnel are hereby assigned to the different technical working committees and are expected to perform the duties and functions inherent therein to ensure the successful conduct of the aforementioned event, to wit:

Steering Committee	OIC-ASDS Lourma I. Poculan, CESE OIC-ASDS Ma. Judelyn J. Ramos
Finance & Logistics	Accountant III Arvie M. Ompoy AO V Casemera V. Lunjas AO V Helen E. Tangon
Program Committee	CES Lilia E. Abello EPS Leynie Boy G. Bellino EPS Evelyn C. Labad
Food Committee	CES Joy L. Singson SEPS Robert I. Poculan
Documentation (photo & video coverage) Committee	EPS Antonio R. Liao ITO I Julius O. Belagantol Mr. J Auron Velasco
Decoration & Physical Arrangement	SEPS Jessie E. Elacan Engr. Dave A. Patigayon Engr. Franklin Anto Engr. Lealyn Jaralve Engr. Dominador Otud
Registration Committee	EPS Fernando O. Malazarte EPS Anita D. Subebe
Plaques & Certificates	EPS II Nicollette Ria E. Tangon PDO II Eunice D. Janolino PDO I Joseph L. Pantoja PDO I Laisa Madel N. Malacat

	AA VI Gekabel Velarde
Invitation	SEPS Robert I. Pocular
Guest Relation Officers (Usherettes)	Ms. Marife A. Dela Cerna Ms. Pamela B. Juson Ms. Baby Rujin D. Grapa Ms. Loremae B. Sumiton Ms. Jennifer V. Mira Ms. Dianne C. Matabalan

Other division officials/personnel who are not listed herein are informed that they may be tapped when necessary.

4. All the awardees and guests are expected to wear their best business/corporate attire. List of awardees is attached as Enclosure A.
5. Lunch and snacks will be provided to all awardees/participants during the said activity chargeable against division funds. However, traveling and other expenses that will be incurred by the awardees/participants shall be chargeable against local funds/school MOOE/PTA funds subject to the usual government accounting and auditing rules and regulations.
6. For guidance and strict compliance.


DR. MA LIZA R. TABILON, CESO VI
 Schools Division Superintendent