



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

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**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
MEMORANDUM  
No. 132 s. 2024

February 29, 2024

**HONORING OF FOUNDERS AND CHARTERED MEMBERS ON THE 21ST  
FOUNDING ANNIVERSARY OF DEPED TAGBILARAN CITY**

To: Division Office Personnel  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In line with the mandate of the Civil Service Commission (CSC) on Program on Awards and Incentives for Service Excellence (PRAISE), this Office announces the **Honoring of Founders and Chartered Members On The 21st Founding Anniversary of DepEd Tagbilaran City** on **March 15, 2024** at **8:00 a.m.** The venue is to be announced separately.
2. The activity aims to give grateful recognition for the remarkable support of founders and chartered members to the Division of City Schools Tagbilaran City.
3. Participants to this activity are all Teaching and Non-Teaching Personnel of Deped, Tagbilaran City Division
4. Division Office personnel and Guests are highly encouraged to wear the *Filipiniana* Attire while School Participants are to wear their Best Sunday- Attire.
5. Schools are advised to switch to modular mode of learning to cover the competency slated for the day.
6. Division Office Attendance Template are sent to the School's Administrative Officer II and the signed attendance sheets shall be collected on an agreed date prior to the conduct of activity.
7. Registration Fee of 650.00 pesos shall be collected from each participant. For ease of registration payment collection, it is further advised to authorize the accounting/finance section to automatically deduct the Registration Fee from the 2024 March school MOOE.
8. Expenses relative to the conduct of activity shall be charged to Division/School MOOE/local funds, subject to the usual auditing and accounting rules and regulations.



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Address: H. Zamora St., Dampas, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177  
(038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph

9. Attached is the list of different committees for guidance and reference.
  
10. Immediate and wide dissemination of this Memorandum is desired

For the SDS:

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent



**MISS MAURINE C. CASTAÑO**  
Chief, School Governance Operations Division



Enclosure 1 to DM No. \_\_\_\_

**Working Committees for the 21st Founding Anniversary,  
March 15, 2024**

<b>Committees</b>	<b>Chairperson</b>	<b>Member/s</b>
<b>Overall Chairpersons</b>	Dr. Wilfreda D. Bongalos	Dr. John Ariel A. Lagura Ms. Maurine C. Castano Dr. Janet T. Butalid
Program Design	Ms. Maurine Castaro	Dr. Filomena C. Tanggaan Mr. Simon Bob Rios III
Plaque	Engr. Jose C. Marinas III	Ms. Ivy Barbante
Distribution of Programs	Mr. Ruben Lorejo	Ms. Elaine Centino Engr. Louennie Indanao
Invitation of Honorees and Guests	Dr. Maria Antonette P. Dugang	Mr. Bernadito Taguisa Ms. Margarita Tejano
Proposal	Dr. Filomena C. Tanggaan	Dr. Rosene D. Olaivar
Venue Reservation	Ms. Maurine C. Castano	Dr. Filomena C. Tanggaan
History of City Deped (Video) For Opening Salvo	Dr. Neolita S. Sarabia / Dr. Janet T. Butalid	Mrs. Liza Maquiling, Mr. Bryan Rosal Engr. Jose Marinas III, Ms. Jeycel Inting, Mr. Jenelou John Israel, Mr. Jarom Ceno
Lights and Sound	Mr. Alberto Lacang	Mr. Ruben Lorejo Mr. Japhet Revereal
Finance	Mrs. Michelle T. Sagaral	Mrs. Gina I. Gamao Mrs. Julie Ann Kristie A. Redillas Mrs. Marife C. Rallos Mrs. Rosalie Tambis
Distribution of Plaques and Certificates	Dr. Beatriz E. Incog	Dr. Nenita J. Incog With Usherettes
Intermission No. Incharge	Dr. Ma. Antonette P. Dugang	Mrs. Concepcion Tubal Dr. Elisa B. Geogonia
Leis	Ms. Elizabeth R. Escolano	ALS Teachers
Memo/Invitation to Guest	Dr. Esther L. Cagas	Dr. Aquilino T. Milar Jr.
Attendance and Registration, Certificate of Appearance	Dr. Rosene D. Olaivar	Mrs. Concepcion A. Tubal April R. Taghap Laura Domingo
Gallery of Past and Present SDSs	Dr. Aimee T. Amistoso	Dr. Cherry Michelle F. Collyer Mrs. Aliza Galoso
Usherettes	Ms. Brendalou D. Arancana	Ms. Elizabeth E. Rosil Mrs. Jocelyn P. Cutin Ma. Maximina L. Babiano Ms. Ana Lou Regalado Mr. Rusty Galan Mr. Aldrin Pajo Ms. Joannalli Operiano Ms. Maricel Galan Ms. Marianne Calipes Ms. April Revita
Documentation	Engr. Junicel T. Mancha	Mr. Jarom Certo Engr. Jose Marinas III Mr. Japhet Revereal Mr. Jonathan Gales Ms. Julie Ann Kristie Redillas

Physical Arrangement/ After Care	Mr. Joseph C. Barrete	All City Paid Employees
Medics	Dr. Lev. V. Nadela Dr. Vida Romero	All nurses
Event Coordinators	Dr. Butch Bernas	Mr. Chrysostom Dalumbar Mrs. Joermelyne P. Pasilbas Mr. Cesar Pagulong Dr. Edzel Lodonia
Musical Director	Dr. Aquilino T. Milar Jr.	Mr. Wilson Mandin Mr. Alberto Tibod Mr. Jesilo Jala
Hosts	Mr. Mikko Mondilla	Ms. Lucille Saraspe Varquez
Holy Mass	Filomena C. Tanggaan / Dolores	DCPNHS JHS
Choir	T. Dahab	DCPNHS JHS