



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

21 MAR 2022

DIVISION MEMORANDUM
No. 177. s. 2022

TURN OVER OF BANCO DE ORO LAPTOP DONATIONS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. With reference to RA 8525 entitled "Adopt - A - School Program of 1998", the City Schools Division of the City of Tayabas will conduct the Turnover of Banco De Oro Laptop Donations at Puente De Ipilan Hall, SDO Building, Tayabas City on March 23, 2022 at 9AM.
2. This activity is for the turnover and distribution of the Banco De Oro Laptop Donation for selected public schools of Tayabas City.
3. Participant to this activity are the members Technical Working Group and the laptop school recipients. Please see Enclosure 1 for the copy of the program and Enclosure 2 for the List of Participants.
4. Immediate dissemination of this memorandum is desired.

for:

NATIVIDAD P. BAYUBAY, CESO VI
Schools Division Superintendent

By:


IMELDA C. RAYMUNDO
CES - CIB



Brgy. PotoI, Tayabas City



(042) 710-0329 or (042) 785-9615



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>

Enclosure 1: Program for the Turnover

TURNOVER OF BANCO DE ORO LAPTOP DONATIONS
March 23, 2022
9:00 AM

TIME	ACTIVITY	FACILITATOR/ PRESENTERS
9:00 AM – 9:05 AM	PRELIMINARIES National Anthem	AVP
9:05 AM – 9:15 AM	Prayer	
9:15 AM – 1:25 AM	Quality Policy CALABARZON Himno ng Tayabas	AVP
9:25 AM – 9:30 AM	Welcome Remarks	ANTONIO P. FAUSTINO JR. OIC – Assistant Schools Division Superintendent
9:30 AM – 9:35 AM	Message	NATIVIDAD P. BAYUBAY, CESO VI Schools Division Superintendent
9:35 AM – 9:40 AM	Message of Support	MARIKIT S. NAGUIAT BDO Foundation Representative MARIO DERIQUITO Huawei Representative
9:40 AM – 9:45 AM	Details of Donation	Dr. EDWIN R. RODRIGUEZ CES – SGOD
9:50 AM – 9:55 AM	Photo Opportunity	
9:55 AM – 10:00 AM	Laptop Maintenance Reminders and agreement	JEANETTE M. BUERA OIC – SUPPLY OFFICER LORYNEL C. DE SAGUN ESHT II – Pandakake ES
9:55 AM – 10:00 AM	Vote of Thanks	AKEEM ARON P. VALDEAVILLA ASP Coordinator – TWCS II
JOAN KATHLEEN T. BRIZUELA Master of Ceremony		



Enclosure 2: List of Participants

**TURNOVER OF BANCO DE ORO LAPTOP DONATIONS
March 23, 2022
9:00 AM**

NO.	NAME	DESIGNATION	TASKS/ STATION
1	NATIVIDAD P. BAYUBAY , CESO VI	SDS	Chairperson
2	ANTONIO P. FAUSTINO JR.	ASDS	Co – Chairperson and Welcome Remarks
3	Dr. EDWIN R. RODRIGUEZ	CES – SGOD	Co-Chairperson and Details of Donation
4	CONRADO C. CABRIGA	AO V	Allocation and Coordination
5	JOAN KATHLEEN T. BRIZUELA	Eps II	Partnership In – Charge
6	JEANETTE M. BUERA	OIC – Supply Officer	Distribution Breakdown in Charge
7	PHILIP NERIUS D. MABILIN	Data Analyst	Technical Specialist
8	KIM HAROLD Z. CABRIGA	ADA II	Videographer
9	FREDERICK C. AGUILAR	ADA II	Photographer
10	LORYNEL C. DE SAGUN	School Heads	Pandakake ES
11	LEA A. COSICO		TWCS II
12	HONESTO P. CAAGBAY JR.		EPES
13	Cherry HUGO		Dapdap IS
14	MICHAEL M. SAFRED		RQMNHS
15	RONAN R. RANILLO		TWCS I
16	AKEEM ARON P. VALDEAVILLA	ASP Coordinator	TWCS II



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