



Republic of the Philippines

## Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

03 September 2025

### DIVISION MEMORANDUM

No. **595** s. 2025

#### **SECOND BATCH OF BICYCLE TURN-OVER FOR PROJECT TIPA**

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

1. Pursuant to **Republic Act No. 8525 of 1998**, also known as the **"Adopt -A-School Program Providing Incentives Therefor and for Other Purposes"** the City Schools Division of the City of Tayabas will conduct the Second Batch of Turn-Over for PROJECT TIPA at **8:00 a.m. on September 4, 2025 at Masin Elementary School (ES)**.
2. This activity aims to orient beneficiaries for the Project Implementation and turn-over bicycles to 13 school beneficiaries.
3. Participants to the orientation are all the non-teaching personnel alternates, parents of the student beneficiaries, student beneficiaries, school partners of Masin ES and select SDO personnel. Refer to Enclosure 1 for the List of School Beneficiaries.
4. All school beneficiaries except Alsam Integrated School will select 1 student beneficiary for PROJECT TIPA.
5. Refer to Enclosure 2 for the Copy of the Program.
6. Immediate dissemination and compliance with this Memorandum are desired.

  
**CELEDONIO B. BALDERAS JR.**  
Schools Division Superintendent

Encl.: As stated  
Reference: RA 8525 of 1998  
To be indicated in the Perpetual Index  
under the following subjects:

BICYCLE  
TURN-OVER  
PROJECT TIP A

SGOD- second batch of bicycle turn-over for project tipa  
SGOPCTNA-003424/September 3, 2025

Enclosure 1

**PROJECT TIPA School Beneficiaries**

1. Alsam Integrated School
2. Ilasan Integrated School
3. Mate Integrated School
4. Pandakake Integrated School
5. Valancia Elementary School
6. Katigan Alupay Elementary School
7. Masin Elementary School
8. East Palale Elementary School
9. North Palale Elementary School
10. West Palale Elementary School
11. Malao-a Calantas Elementary School
12. Domoit Elementary School
13. Gibanga Elementary School
14. Lalo Elementary School



Enclosure 2

**Second Batch of Bicycle Turn-over for PROJECT TIPA  
Masin Elementary School  
September 4, 2025  
8:00 a.m.**

<b>ACTIVITY</b>	<b>FACILITATORS / PRESENTERS</b>
Program Launching	
National Anthem Prayer	AVP
CALABARZON March Himno ng Tayabas	
Welcome Remarks	<b>ARLENE D. PAGANA</b> School Head – Masin Elementary School
Acknowledgement of Participants	<b>IMELDA C. RAYMUNDO</b> CES – SGOD
Inspirational Message	<b>HERBERT D. PEREZ, CESO VI</b> Assistant Schools Division Superintendent
Presentation: PROJECT TIPA Overview and Accomplishments	<b>JOAN KATHLEEN M. TALABONG</b> EPS II
Formal Turn - Over of PROJECT TIPA	<b>CELEDONIO B. BALDERAS JR.</b> Schools Division Superintendent  <b>ARLENE D. PAGANA</b> School Head – Masin Elementary School  <b>JOEUS RENZ SANTOS</b> Branch Manager, East West – Lucena City Branch
Deed of Donation and Acceptance Signing	<b>SDO Officials and Partners</b>
Word of Thanks	<b>Tayabas City PTA Federation President</b> Chairperson, Brgy. Masin  <b>Hon. LADYLYN O. PABELLANO</b> Councilor, Brgy. Masin  <b>Parent Beneficiaries</b>
Message of Support and Commitment	<b>IMELDA “LALA” PABULAYAN</b> Philanthropist  <b>HON. ABDON J. REYES</b> Chairperson, Brgy. Masin  <b>HON. ANTHONY A. LIM</b> City Mayor, Tayabas City
Photo Opportunity	
<b>JECHEL C. DEGRAN</b> Master of Ceremony	

