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**DIVISION MEMORANDUM**

No. 382, s. 2022

**DIVISION THANKSGIVING CELEBRATION 2022**

To : OIC - Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All Schoolheads

1. Pursuant to DepEd Order No. 052, s. 2022 or known as "An Order providing for the Guidelines in the Celebration of Christmas Within the Department of Education", the City Schools Division of Biñan City informs all teaching and nonteaching personnel on the conduct of the **Annual Division-wide Thanksgiving Celebration and General Assembly on December 16, 2022, 1:00 p.m. onwards** at the **Alonte Sports Arena**.

2. The activity aims to:  
a. Offer thanksgiving with all teaching and nonteaching personnel of SDO Binan;  
b. Showcase talents of teaching and nonteaching personnel through presentation; and  
c. Provide venue for all personnel to relax and be entertained.

3. All districts are invited to join DepEd Biñan's Paskong Pasiklab 2022 by preparing a **5-minute Christmas presentation** with the theme "*Christmas in the New Normal*". Criteria is as follows:

- Choreography/Execution/Stage Presence – 30%
- Creativity/Originality – 25%
- Entertainment Value/WOW Factor – 25%
- Relevance to the Theme – 20%

4. Schools shall decide on their attire for this activity without disputing the abovementioned issuance.

5. All schools are reminded that **participation to the activity is VOLUNTARY**.

6. **Public Schools District Supervisors, Schoolheads, Committee Leads and Co-Leads** shall attend the **virtual meeting on December 12, 2022 at 2:00 p.m. via MS Teams** to finalize matters on this celebration.

7. The disseminated template of meal attendance shall be accomplished and submitted on or before **December 13, 2022** at the **Records Unit** of the Division Office.



Address: P. Burgos St., Brgy. Sto. Domingo, Biñan City, Laguna

Telephone Nos.: 511-4143/511-8620/511-4191/511-8746

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Website: [depedbinan.com](http://depedbinan.com)

8. All participants shall observe minimum health standards. It is highly encourage to wear facemask during this activity.
9. **Time-on-task policy** shall be observed.
10. Enclosed herewith is the **List of Committees**.
11. For clarifications and concerns, please contact Ms. Eva Joyce V. Cabantog, Education Program Specialist II of the School Governance and Operations Division at tel.no: (049) 511-4191 or thru Facebook messenger.
12. Immediate and widest dissemination of this Memorandum is desired.



**EDNA FAURA-AGUSTIN**  
Schools Division Superintendent

Encl: As stated

Reference: DepEd Order No. 052, s. 2022

SGOD/SMN / EJVC / / DM-Division Thanksgiving Celebration 2022  
/ 12/05/2022



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Enclosure

### LIST OF COMMITTEES

#### I. PROGRAM COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Bayani V. Enriquez Mary Ann L. Tatlongmaria Pacifico Jacinto P. Medina Jr.	SGOD Chief CID Chief Attorney III
Co-lead	Eva Joyce V. Cabantog Maureen Jane Q. Alangco Mary Joy L. Cabiles	EPS II – SMN PDO I – YF SEPS – HRD
Members	Gladies G. Montero Jessica Joy P. Alpe Christopher Ian M. Detera	Administrative Assistant III Administrative Aide VI Teacher I

#### II. LOGISTICS COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Ariel M. Cabantog	Administrative Officer V
Co-lead	Raphael C. Miranda	Driver I – LSB
Members	Ronald Q. Pasta	Driver I – LSB
	Felix A. Borreros	Driver I – LSB
	Joseph Fernan C. Dulaca	Driver I – LSB
	Allan P. Mendoza	Clerk – LSB
	Roel B. Bongao	Administrative Aide I – LSB
	Sammy M. Diaz	Utility Aide – LSB
	Enrique L. Bicomong	Utility Aide – LSB
	Jamemuel A. Reyes	Utility Aide – LSB
	Romano M. Viñas	Utility Aide – LSB
	Aljune C. Almoro	Utility Aide – LSB
	Noel P. Biglete	Guard – LSB

#### III. FINANCE COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Ma. Olivia E. Miranda Darwin S. Malapaya	Accountant III Administrative Officer V (Budget)
Members	Eloisa C. Macaraig	Administrative Officer II
	Michael M. Gravoso	Administrative Assistant III
	Richard D. Ricafuente	Administrative Assistant III
	Gil M. Pajares Jr.	Administrative Assistant III
	Jay Lord L. Floresca	Administrative Assistant II

#### IV. TECHNICAL COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Ferdinand R. Arbo	EPS II – SMME
Co-lead	Charles M. Patio	Planning Officer III
Members	Larry R. Morando	Administrative Aide I – LSB
	Lucky Dexter Q. Sevilla	Clerk – LSB
	Louigie K. Marcellana	Clerk – LSB



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## V. DOCUMENTATION COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Lester R. Ramos	ITO I
Co-lead	Donna Jane M. Alfonso	EPS II – ALS
Members	Allan E. Medenilla Eidref Jacob V. Benavides Rissa May P. Violas	Librarian II Administrative Aide VI Clerk – LSB

## VI. RAFFLE DRAW COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Gertrude A. Anunciacion	EPS – SGOD
Co-lead	Ernane S. Escuvania	PDO II – DRRM
	Leonora M. Ogania	SEPS – SMN
Members	Sylvia S. Tanael Isidra L. Galman Mark Angel H. Peña Deofil C. Ocayo Julian Carlos E. Caringal Kristian F. Valenzuela Niki Aviel P. Quion Reynaldo G. Villano Jr. Paul Sndrix M. Cahigas Reubin D. Reyes Jhon Philip T. Alzona Biñan Elementary Public School Teachers and Personnel Federated Association Incorporated	AO IV – P&S SEPS – SMME Administrative Officer II Administrative Officer II Administrative Assistant III Administrative Assistant III Administrative Assistant III Administrative Assistant III Administrative Assistant III Administrative Assistant III Clerk – LSB Clerk – LSB

## VII. PRIZE COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Precious Joy A. Coronado Artnafe N. Ode	Engineer III Registrar I
Co-lead	Anna Liza C. Cuyos	Clerk – SDO
Members	Ma. Olga Q. Sevilla Jayson P. Magadia Rowena O. Buhat Marieta A. Marcos Zyra E. Alaon Philip M. Ramos Gerwin A. Tañega	Administrative Assistant III Administrative Aide VI Administrative Aide VI Administrative Aide I – LSB Clerk – SDO Clerk – LSB Clerk – LSB

## VIII. PLAQUES AND CERTIFICATES COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Arletta P. Alora	EPS II – HRD
Co-lead	Marchy Joy T. Sanchez	EPS II – ALS
Members	Mary Rose M. Magbujos Chonalyn C. Olivar Sharon G. Yambao Olivia G. Lindo	Administrative Assistant III Administrative Aide VI Administrative Aide I – LSB Administrative Aide I – LSB



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	Maria May Francis C. Barriga Roselyn T. Lacampuenga Elizabeth V. Arroyo Jennifer G. Apolona Sheryl S. Oliva Jose F. Yatco	Administrative Aide I – LSB Administrative Aide I – LSB Administrative Aide I – LSB Utility Aide – LSB Clerk – SDO Clerk – LSB
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## IX. USHERETTES

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Angela A. Morando	EPS – MAPEH
Co-lead	Camille B. Borromeo	Administrative Assistant III
Members	Marianne Kristy C. Vivo	Administrative Officer II
	Michelle C. Castro	Administrative Officer II
	Cheryl B. Suazo	Administrative Assistant III
	Jennifer D. Lara	Administrative Assistant III
	Ellaine F. Caravana	Administrative Assistant II
	Janine E. Jamena	Administrative Assistant II
	Eden Grace B. Bidar	Administrative Assistant I
	Rowena H. Peña	Administrative Aide I – LSB
	Odina A. Lodo	Administrative Aide I – LSB
	Donabel E. Espillardo	Administrative Aide I – LSB
	Orlani S. Mercado	Administrative Aide I – LSB

## X. FOOD COMMITTEE

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Evelyn P. De Castro	EPS – LRMS
Co-lead	Lani A. Alonte	EPS – TLE
Members	Alvin L. Magtulis	Administrative Officer II
	Dicky Chester E. Vivo	Administrative Officer II
	Edrin A. Cancan	Administrative Aide VI
	John Aries R. Hernandez	Administrative Aide I – LSB
	Ehlix A. Maristanez	Clerk – SDO
	Marvin B. Estimo	Clerk – LSB
	Jerald E. Hernandez	Clerk – LSB
	John Jerold V. Castillo	Clerk – LSB
	Marvin E. Altobar	Clerk – LSB
	Ron Joseph A. Diaz	Clerk – LSB
	Minerva V. Tantiado	Clerk – LSB
	Vanessa K. Estor	Clerk – LSB

## XI. MEDICAL TEAM

ROLE	NAME OF PERSONNEL-IN-CHARGE	POSITION
Lead	Dr. Rhey Ian N. Buluag	MO III
Co-lead	Dr. Rochelle O. Mergal Dr. Pamella I M. Tamayo	Dentist II Dentist II
Members	Henrietta M. Nacario	Nurse II
	Carmencita K. Juntilla	Nurse II
	Gerardson T. Ramos	Nurse II
	John Sebastian N. Jacalan	Nurse II
	Rudolf Anthony O. Erispe	Nurse II



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