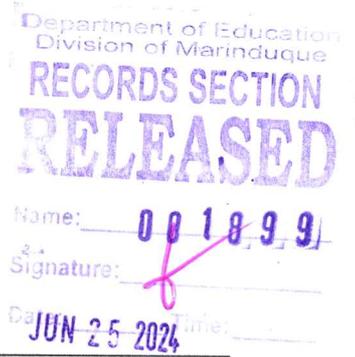




Republic of the Philippines
Department of Education
MIMAROPA Region
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent



June 24, 2024

DIVISION MEMORANDUM

No. 47, s. 2024

**ORIENTATION ON ENVIRONMENTAL PROTECTION CONCERN
AND AWARENESS CUM TREE PLANTING ACTIVITY**

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
Administrative Officer V, Administrative Services Unit
All Others Concerned

1. In observance of Presidential Proclamation Nos. 1482 s. 2008 and 237 s. 1988 re: Philippine Earth and Environment Month Celebrations, the Schools Division of Marinduque, through the School Governance and Operations Division and the Division Gender and Development Focal Point System in coordination with the Department of Environment and Natural Resources – Marinduque and the Barangay Government of Nangka II, Mogpog, Marinduque, shall conduct an **Orientation on Environmental Protection Concern and Awareness cum Tree Planting Activity on June 28, 2024, 7:30 AM at Brgy. Nangka II, Mogpog, Marinduque.**

2. This activity aims to:

- a. promote awareness on the celebrations of Philippine Earth and Environment Month; and
- b. reaffirm the Department of Education's commitment to strengthen the *Makakalikasan* core value among SDO-based related-teaching, non-teaching, casual, and job order personnel.

3. Participants in this activity are the 109 SDO-based related-teaching, non-teaching, casual, and job order personnel. They are directed to proceed to the Covered Court of Barangay Nangka II for the registration, opening program, and orientation. For uniformity, participants shall wear the DepEd MATATAG – GAD shirt during the opening program and orientation proper and any comfortable outfit during the tree planting activity.

4. There shall be food provision (AM snacks) to all participants chargeable against Division GAD Fund 2024.

5. The following documents are attached for reference:

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- a. Enclosure 1: List of Participants
 - b. Enclosure 2: Activity Matrix
 - c. Enclosure 3: Technical Working Committees
6. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.


LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

Encls: As stated
References: Presidential Proclamation Nos. 1482, s. 2008
and 237, s. 1988

To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEES

ORIENTATION

PROGRAMS

SERVICE

/DGFPS-ARF

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LIST OF PARTICIPANTS

Orientation on Environmental Protection Concern and Awareness
cum Tree Planting Activity
June 28, 2024 | 7:30 AM | Brgy. Nangka II, Mogpog, Marinduque

NO	NAME	OFFICE
1	MENDOZA, LYNN G.	OSDS
2	MUSA, MABEL F.	OSDS
3	SOL, LEONCIA S.	OSDS
4	LINESES, DIANA M.	OSDS
5	MAYANGITAN, ELIGIO ELIZER L.	OSDS
6	JABAT, RAMIL E.	OSDS
7	LUCI, LORENA J.	OSDS
8	LLENA, RANDY A.	OSDS
9	PALMERO, AYZEL LEA R.	OSDS
10	DELA ROSA, MAY BERNADETH O.	ADMIN
11	HERMOSA, MARIDELL F.	HR
12	HISTORILLO, ROSE ANN O.	HR
13	LABAYNA, SHERLY M.	HR
14	LLENA, LUZVIMINDA M.	HR
15	MERCENE, MELODY P.	HR
16	ORILLA, HENSLY S.	HR
17	BALANZA, NATHALIE L.	HR
18	LABAGUIS, GLEN MARK J.	HR
19	INGCO, ALMIRA C.	HR
20	ARCEO, ALELI L.	CASH
21	MALABUNGA, MICHELLE M.	CASH
22	MALELANG, ANA MARIE H.	CASH
23	MERON, JINKY L.	RECORDS
24	OLPOT, JENNELYN D.	RECORDS
25	TAN, RUBY M.	SUPPLY
26	RIANZARES, PAUL ANGELO M.	SUPPLY
27	ZOLETA, DAVID M.	ICT
28	MARASIGAN, ARLENE M.	BUDGET
29	DELA CRUZ, KRISTEL L.	BUDGET
30	INDING, CHRISTINE M.	BUDGET
31	PASTRANA, JOHN DHELTER P.	ACCOUNTING
32	MAGCAMIT, HONORIA H.	ACCOUNTING
33	LADERAS, ROWENA P.	ACCOUNTING

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34	RAMIRO, VIVIAN N.	ACCOUNTING
35	ROQUE, MARY JOY	ACCOUNTING
36	MOTOL, JOAN P	ACCOUNTING
37	MANAY, MARIA CECILIA S.	SGOD
38	LAZARES, MAITA M.	SGOD
39	LAGRAN, MAYDA N.	SGOD
40	LACERNA, BERNADITH R.	SGOD
41	ALCANTARA, FRETZIE P.	SGOD
42	LOTO, EDGAR H.	SGOD
43	FAUNDO, ABET R.	SGOD
44	MARTILLANO, OLIVER	SGOD
45	MENDOZA, MELANIE M.	SGOD
46	MORENO, ARNOLD M.	SGOD
47	PALATINO, GLAIZA T.	SGOD
48	RAYMUNDO, REY R.	SGOD
49	SERRA, JEZREEL	SGOD
50	LUARCA, MARISOL O.	SGOD
51	ATIENZA, KYLE DAVID V.	SGOD
52	LARGA, RICA MAI	MEDICAL/DENTAL
53	FATALLA, SUSAN P.	MEDICAL/DENTAL
54	JARDINIANO, PERRY N.	MEDICAL/DENTAL
55	LASIC, WENDY P.	MEDICAL/DENTAL
56	LASTRA, HERBART L.	MEDICAL/DENTAL
57	EBORA, MA. CONCORDIA M.	MEDICAL/DENTAL
58	MALABANA, ROWENA M.	MEDICAL/DENTAL
59	MAMING, KYM LUZETTE S.	MEDICAL/DENTAL
60	MOGOL, BENEDICTO R.	MEDICAL/DENTAL
61	NARITO, JARRENCE S.	MEDICAL/DENTAL
62	NICOLE IGLESIA M. (IUS)	MEDICAL/DENTAL
63	ORACION, THESSIE P.	MEDICAL/DENTAL
64	ORDILLANO, LOIDA M.	MEDICAL/DENTAL
65	PERALTA, SHENALYN R. (IUS)	MEDICAL/DENTAL
66	RAZA, JOY ELTONA N.	MEDICAL/DENTAL
67	RODIL, EUGENIL L.	MEDICAL/DENTAL
68	LUSLOS, ANNA MAE S.	MEDICAL/DENTAL
69	MEMBREBE, QUEZA RINA Q.	MEDICAL/DENTAL
70	LLASOS, MELANNIE M. (IUS)	MEDICAL/DENTAL
71	CHAVEZ, JOHN M.	CID
72	CONSTANTINO, WARLITO P.	CID
73	DELA CRUZ, ROLITO M.	CID
74	MOGOL, CHARMAIN J.	CID
75	LABAY, MYRA R.	CID

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 Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
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76	MAZO, AUREA L.	CID
77	MUTYA, MICHELLE M.	CID
78	RAZA, CRISTINA R.	CID
79	REGENCIA, FLORIE M.	CID
80	RICOHERMOSO, MARIA LOURDES	CID
81	RUALO, NESTOR T.	CID
82	SAET, MA SHIELA S.	CID
83	SORE, JELLY L.	CID
84	VASCO, CONSTANCIA R.	CID
85	RIVAMONTE, MARIAM B.	CID
86	PENA, JAY P.	CID
87	RECTO, CHONA S.	CID
88	PERLAS, ELVIN C.	CID
89	DE SENA, DINGSON	CID
90	LINCALLO, MARIDEL G.	CID
91	SAPORNA, JOHN MARK S.	CID
92	MADRONIO, JESSARENE	CID
93	NACAWILI, AUDIE	CASUAL
94	MALACAS, JOEL	CASUAL
95	OLORES, BENEDICT	CASUAL
96	MALIMATA, IRENE	CASUAL
97	DE SILVA, JEFRELLE F.	CASUAL
98	MUTYA, MARVEN	CASUAL
99	SAJUL, DARIUS	CASUAL
100	LABAGUIS, KELVIN REI J.	CASUAL
101	DE CASTRO, ANGELICA	JOB ORDER
102	LA ROSA, JEAN	JOB ORDER
103	LABAYNA, JESSE	JOB ORDER
104	JINANG, ARVIN M.	JOB ORDER
105	MONTIANO, CARLA JANE L.	JOB ORDER
106	ORCASITAS, MONALIZA N.	JOB ORDER
107	JASMIN, ZARA VANESSA H.	JOB ORDER
108	MAULION, GUILLER B.	JOB ORDER
109	LASAC, NEIL ERNIE A.	JOB ORDER

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ACTIVITY MATRIX

Orientation on Environmental Protection Concern and Awareness
cum Tree Planting Activity
June 28, 2024 | 7:30 AM | Brgy. Nangka II, Mogpog, Marinduque

Time	Activity	Personnel Involved/ In-Charge	
7:30-7:45 AM	Arrival/Registration	Division GFPS Secretariat	
7:46-8:00 AM	Opening Program <ul style="list-style-type: none"> • National Anthem • Prayer • Welcome Remarks 		
	<ul style="list-style-type: none"> • Presentation of the Objectives of the Activity/Activity Matrix 		Hon. Rolan L. Cueto Punong Barangay Bgy. Nangka II, Mogpog, Marinduque
	<ul style="list-style-type: none"> • Message 		Mr. Abet R. Faundo Education Program Specialist II/Division GFPS Secretariat
			Dr. Lynn G. Mendoza OIC, Schools Division Superintendent/Division GFPS Head
8:01 – 8:14 AM	Orientation on Environmental Protection Concern and Awareness	Ms. Maria Elena M. Parañaque Forester II/Chief, Conservation & Development Services, DENR- PENRO Marinduque	
8:15-8:20 AM	Awarding of Certificate of Recognition	Division GFPS	
8:20 AM onwards	Tree-Planting Activity	All SDO-based Personnel/DENR Focal Person/Sangguniang Barangay	
Mr. Rey R. Raymundo Education Program Specialist II/Division GFPS M&E Activity Host			

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TECHNICAL WORKING COMMITTEES

Orientation on Environmental Protection Concern and Awareness
cum Tree Planting Activity
June 28, 2024 | 7:30 AM | Brgy. Nangka II, Mogpog, Marinduque

Committee	Member/s	Terms of Reference
Over-all Technical Working Committee	Division GFPS Secretariat: Kyle David V. Atienza Abet R. Faundo Glaiza T. Palatino Josefina P. Brual	-Oversees the conduct of the activity (Pre, during, and post implementation).
Registration/Attendance	Chair: Bernadith R. Lacerna Members: Marisol O. Luarca Glen Mark J. Labaguis	-Prepares registration/attendance sheet and ensure that all participants had properly accomplished the provided sheets.
Certificate/Invitation	Chair: Melanie M. Mendoza Member: Jean La Rosa	-Prepares Certificates of Recognition and Program Invitation
Food/Refreshment	Chair: Josefina P. Brual Members: Guiller B. Maulion Misty L. Paguio	-coordinates with the catering service staff on the distribution of food/refreshment to participants.
Documentation	Chair: Rey R. Raymundo Member: Kelvin Rei J. Labaguis	-take photos/videos during the activity. -prepares program completion report after the conduct of the activity.
Logistics	Chair: Abet R. Faundo Members: Oliver T. Martillano Jezreel L. Serra	-coordinates with DENR Personnel re: acquisition of seedlings to be used in the activity. -In Charge of the transportation of the requested seedlings from DENR Provincial Office to the venue (Nangka II, Mogpog).

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