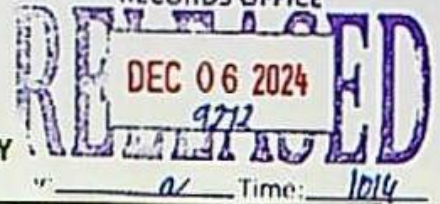




Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OFFICE DAGUPAN CITY

DepEd SDO Dagupan City
 RECORDS OFFICE



Office of the Schools Division
 Superintendent

OFFICE MEMORANDUM No. 5, s. 2024

TO: DIVISION OFFICE PERSONNEL

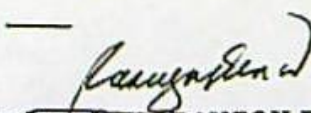
FROM: ROWENA C. BANZON EdD, CESO V
 Schools Division Superintendent

SUBJECT: 2024 COMMUNITY OUTREACH PROGRAM OF SDO DAGUPAN CITY
 DIVISION OFFICE PERSONNEL

DATE: December 4, 2024

1. As a way of keeping up with the tradition of sharing love and joy to the school children during Christmas time, the Schools Division Office will be conducting a community outreach program to four (4) selected schools in the Division on December 16, 2024 from 8:00AM to 12:00NN. The highlight of the program is a gift-giving activity to be sponsored by the Division Office personnel as a way of sharing our blessings to the learners, parents and the community.
2. The Schools Division Office will be grouped into four and shall be assigned the following school-beneficiaries, as follows:

Group 1 - Office of the Schools Division Superintendent	- Salisay ES
Group 2 - Curriculum Implementation Division	- Mamalingling ES
Group 3 - School Governance and Operations Division	- Calmay ES
Group 4 - CID - Alternative Learning System	- Tebeng ES
3. Each group shall prepare the following:
 - a. **Gifts.** One sanitary / hygiene kit for learners and teachers which contains, but not limited to, face towel, toothbrush, toothpaste, bath soap and pair of slippers.
 - b. **Parlor Games.** At least 4 parlor games with prizes.
 - c. **Food.** Packed snacks/meals for the learners, teachers and parents.
 - d. **Program.** Simple program to undertake all activities only up to 12:00 NN.
4. Each group may start planning on how to conduct the outreach program. Team leaders are requested to inform the top management of their plan on or before December 11, 2024.
5. For information and guidance.


 ROWENA C. BANZON EdD, CESO V
 Schools Division Superintendent

