



**Republic of the Philippines
Department of Education
REGION XI**

SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2023- 0043

To: Assistant Schools Division Superintendent
Chief, Education Program Supervisor- CID
Chief, Education Program Supervisor – SGOD
Public Schools District Supervisor
Elementary and Secondary Principal
All Other Concerned

Subject: **COMPOSITION OF MESS HALL DECORATION TEAM OF DAVAO DEL NORTE
FOR THE PRE- NATIONAL QUALIFYING MEET 2023**

Date: May 29, 2023

1. In preparation of the conduct of the Pre-National Qualifying Meet on June 5-9, 2023 at Davao del Norte Sports and Tourism Complex, Mankilam. The personnel whose names are indicated in the enclosure shall form part of the committee as specified.
2. The said personnel shall serve during the Pre-National Qualifying Meet and during the preparations. They shall decorate and embellish the Mess Hall of Davao Region at Tagum National Trade School, Apokon Tagum City on May 29, 2023 up to June 9, 2023.
3. Further, the Strada driven by Mr. Arturo Salva shall be the official service vehicle of the committee and shall therefore transport the props, materials, from Casig-ang Elementary School, Sto. Tomas National High School, Kapalong National High School, Marsman National High School, and Tibi-tibi Elementary School to the said venue and likewise return it after the restoration on June 9, 2023.
4. Meanwhile, service credits/compensatory overtime credits (COC) shall be given to the teachers, school heads, and supervisor since there are days that the activity shall be conducted on Saturday and Sunday pursuant to DepEd Order No. 53, s. 2003.
5. Furthermore, NO DISRUPTION of classes shall be imposed in the conduct of the activity based from DepEd Order No. 9 series of 2005, (Instituting Measures to Increase Engaged Time-on Task and Ensuring Compliance Therewith). Teachers who shall be attending the activity shall prepare substitution slip duly signed by the school principal.
6. Travelling and other incidental expenses is chargeable against local funds subject to the usual accounting and auditing rules and regulations.
7. Everyone is highly encouraged to continually support and recognize the value of equality and diversity of all personnel while complying with the directives set forth by this office.
8. Immediate dissemination of this memorandum to all concerned is desired.



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REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:

REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent



cid/epi





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Enclosure 1

LISTS OF MESS HALL DECORATION COMMITTEE

No.	Name	Position	School/Station	Terms of Reference
1	Eric P. Indie	Public Schools District Supervisor	Sto. Tomas West-Davao del Norte	1. Plan the design and concept of the Davao Eagle Mess Hall. 2. Oversee and facilitate the decoration team.
2	Albert D. Eñano	Master Teacher II	Casig-ang Elementary School	Incharge of the of the Mess Hall design and the stage set up such lights, standees, and others.
3	Gryndelle June Binasbas	Teacher I	Datu Balong National High School	Incharge of the landscape of the mess hall and other plants provisions. Incharge of mess hall cleanliness
4	John A. Espeja	Teacher I	Balisong Elementary School	Incharge of cloth swags and skirting Incharge of mess hall cleanliness
5	Oliver Ponsades	Master Teacher II	La Paz National High School	Incharge of cloth swags and skirting of tables and chairs Incharge of mess hall cleanliness
6	Rellieto Wate	Master Teacher I	Sto. Tomas National High School	Incharge of painting, eagle design and other related tasks such carpentry.
7	Christopher P. Pelicano	Master Teacher I	Marsman National High School	Incharge of painting, standees, and other related tasks such carpentry,
8	Rowell D. Bain	Teacher I	Anibongan National High School	Incharge of the layout, design, and others.
9	Rolando Tianchon	Teacher I	San Miguel Elementary School	Incharge of the layout, design, and others.
10	Roy Tianchon	Teacher	Salvacion National High School	Incharge of welding the steel cocktail table and other.
11	Leomar C. Dorias	Teacher I	Anibongan National High School	Incharge of the Electricity connections and lights.

