



MEMORANDUM

TO : OIC – Assistant Schools Division Superintendent
OIC – Chief, Curriculum Implementation Division
OIC – Chief, School Governance and Operations Division
All Public and Private School Heads/Administrators
School Officers-In-Charge
All Others Concerned

FROM : *for* *miraf* **DORIS DJ. ESTALILLA**
OIC - Schools Division Superintendent

SUBJECT : **ORIENTATION MEETING ON AWARDS AND RECOGNITION OF HONOR PUPILS/STUDENTS**

DATE : **March 6, 2018**

Pursuant to DepEd Order No. 6 s. 2018, the field is advised to refer to Item No. 7 which states that on awarding of honors to learners, the guidelines stipulated in DO 36 s. 2016 entitled Policy Guidelines on Awards and Recognition for K to 12 Basic Education Program shall be followed.

In relation to this, each Elementary school shall send 7 Grade Level Key Teacher/s and 7 Grade Level A-Section Adviser/s, and each JH/SH school shall send their Grade Level Key Teacher, to attend the meeting on the above subject at the Cabuyao Central Elementary School, Gabaldon Hall on March 8, 2018 at 1:00 – 5:00 PM.

Moreover, the Technical Working Group shall meet on March 7, 2018 at the Gabaldon Hall from 2:00-5:00PM. The TWG members are the following:

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|-----------------------------|------------------------|
| 1. Mr. Alberto P. Labigan | - EPS - Math |
| 2. Ms. Aida V. Maraña | - PSDS |
| 3. Ms. Irene P. Pantonial | - PSDS |
| 4. Ms. Ma. Theresa S. Ramos | - Principal |
| 5. Ms. Jean E. Paz | - Principal |
| 6. Ms. Esperanza A. Maminta | - Planning Officer III |
| 7. Ms. Yolanda D. Valiente | - Teacher 3 |

Food and transportation expenses in this activity shall be charged to the school canteen funds subject to the usual accounting and auditing rules and procedures.

For immediate and wide dissemination.