

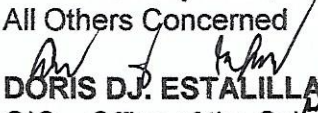


Republic of the Philippines  
Department of Education  
Region IV-A, CALABARZON  
**CITY SCHOOLS DIVISION OF CABUYAO**  
City of Cabuyao



**MEMORANDUM**

**TO :** OIC – Chief Curriculum Implementation Division  
OIC – Chief School Governance and Operation Division  
All Elementary and Secondary School Heads  
All Others Concerned

**FROM :**   
**DORIS D.J. ESTALILLA**  
OIC – Office of the Schools Division Superintendent

**SUBJECT:** **ADOPT-A-SCHOOL PARTNERSHIP FORUM**

**DATE:** November 10, 2017

---

1. In conformity to the principles of Adopt-A-School Program (ASP) and Schools Division Office (SDO) programs, projects and activities (PPAs), this office announces the conduct of One-Day Adopt-A-School Partnership Forum on December 1, 2017 from 8:00-5:00 at Gabaldon Hall, Cabuyao Central School.
2. The forum aims to:
  - a. Orient and strategize the school initiatives undertaken in the principles of Adopt-A-School Program and SDO's directions;
  - b. Determine specific areas where to include ASP in the Annual Implementation Plan (AIP);
  - c. Extend appreciation to the initiatives and efforts exerted by the schools and other stakeholders in the implementation of different programs of SDO.
3. The participants to the said activity are 28 School Heads, 28 ASP Focal Persons/Coordinators and 56 Potential Stakeholders (2 potential partners per school) and SDO officials and representatives.
4. All schools are advised to submit nominees of school partners which provided assistance in any kind amounted to P300,000.00 and above per donor. Any kind of donations including services must be translated into cash equivalent for the purpose of computation of amount donated. Template will be provided for uniformity.
5. Deadline of submission of school nominees will be on November **20**, 2017 until 5:00 c/o Laarni A. Bocalan, SGOD.
6. Immediate dissemination of this memorandum is earnestly desired.

DM 116 s. 2017

Sgod/ebc11102017



Republic of the Philippines  
Department of Education  
Region IV-A, CALABARZON  
**CITY SCHOOLS DIVISION OF CABUYAO**  
City of Cabuyao



ASP FORM-SGOD

*Nomination Form*

Name of Nominee	Title of Donation	Amount	Date

Prepared by:

\_\_\_\_\_  
School ASP Coordinator

Recommended by:

\_\_\_\_\_  
Principal / School Head