



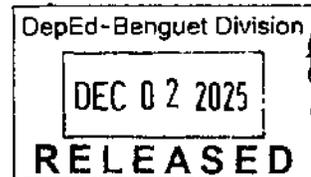
Republic of the Philippines
Department of Education
Schools Division of Benguet

01 December 2025

OFFICE MEMORANDUM

No; 589 s. 2025

To: Office of the Assistant Schools Division Superintendent
Chief Education Supervisors- SGOD and CID
Public Schools District Supervisors/ Districts In Charge
All SDO Personnel



2025 SDO BENGUET DIVISION OFFICE YEAR-END PROGRAM

1. The SDO Benguet Division Office will conduct its **2025 Year-End Program** at **SDO Benguet Adivay Hall, La Trinidad, Benguet, on December 19, 2025 (Friday)**.
2. This simple gathering is intended to bring together all employees to celebrate the accomplishments of the year and to recognize each contribution toward achieving the division's plans and targets.
3. **All** SDO Division personnel are required to attend. The program will start at **2:00 PM**. Participants are requested to wear their "**Stylish Stripes**" attire.
4. The **List of Working Committees** is attached for reference.
5. This memorandum also serves as the **Authority to Travel** for all identified participants.
6. Meals and snacks will be charged to the Division MOOE, subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this memorandum is desired.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director
Concurrent Officer in Charge
Office of the Schools Division Superintendent

sgod/lba/smme/2025



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Republic of the Philippines
Department of Education
Schools Division of Benguet

Enclosure No. 1 to Office Memo No. 502 s. 2025

TECHNICAL WORKING COMMITTEES

FOCAL PERSONS

Florabel Buclay & Joven Agtani

ATTENDANCE

Jenny Bacquian, Leticia Pangket & Nerissa Barbosa

FOOD

Mahal Rifani, Florinda Pagoy & Joyce Gavino

VENUE PREPARATION

All SGOD Personnel, Personnel Section & Records

SOUNDS AND TECHNICAL

Arvin Doman, Eric Wanson, Jordan Mendoza & Murphy Liswid

CHRISTMAS PHOTOBOOTH

CID

GAMES & PAKULO

Personnel and Office of the SDS and OSDS

GIFT GIVING

School Health and Nutrition

TRAINING KIT DISTRIBUTION

Finance and Admin

INSPECTORATE

Florabel Balanon and Alma Sagayao

AWARDS AND PRIZES

Chiqui Anne Montes, Kimberly Parian, Claire May Fagsao & Beverly Marzo

DOCUMENTATION

Lorna Yaco & Rod Belino

GROUP PRESENTATIONS

OSDS, CID, and SGOD

EVENT HOSTS

Mark Lewell Manuyag & Christine Nonog



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