

Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

December 13, 2021

DIVISION MEMORANDUM

No. **335**, s. 2021

**RECOGNITION PROGRAM FOR 2021 SERVICE AWARDEES AND RETIREES
 CUM SCHOOLS DIVISION FAMILY DAY**

To: All SDO Employees
 Public Schools District Supervisors
 Public School Heads
 Teaching and Non-Teaching Staff
 Others Concerned

1. The Schools Division of Baguio City announces the conduct of the Annual Recognition Program for Service Awardees and Retirees cum Family Day on December 17, 2021. The event will run virtually (Google Meet/Facebook livestream) and through limited in person participation (physical presence) to comply with the health and safety standards.

2. The purpose of this year's activity is to recognize employees who have satisfactorily and continuously served the Division, and to strengthen camaraderie among its employees. The theme is "SDO Baguio Continuously Empowers Remote Workforce and Engages Everyone in a Healthy Culture."

3. Schedule of activities:

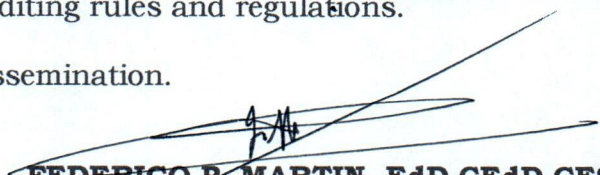
PART I	8:00	Thanksgiving Mass
PART II	9:00	Service Award Program Proper
		National Anthem (AVP)
		Opening Remarks - ASDS
		Inspirational Message - SDS
		Keynote Message - Regional Director
		Virtual Recognition of Service Awardees & Retirees
		Closing Remarks - CID Chief
		Closing Prayer (AVP)
PART III	1:00	Family Day (per school/district)

4. Participants to the said program are all the teaching, teaching-related and non-teaching personnel of this Division. The Division supervisors and section heads will be at the Division Training Hall. The awardees and school heads will join via **zoom link: <https://tinyurl.com/rpsar2021>** while the teachers and non-teaching personnel will join via FB livestream.

5. Activities in the afternoon (Family Day) maybe be done per office/school/district through face to face provided compliance with health standards/protocols and guidelines issued by the Covid-19 IATF is observed.

6. Expenses incurred relative to the conduct of the activity shall be charged to local funds subject to the accounting and auditing rules and regulations.

7. For information, guidance and dissemination.


FEDERICO P. MARTIN, EdD, CEdd, CESO V
 Schools Division Superintendent

