

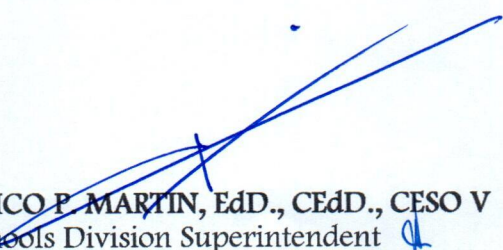
Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

Division Memorandum
No. 180, s. 2022

SDO BAGUIO TEAM BUILDING

TO: All Division Office Employees
All Others Concerned

1. With the conduct of the Division Office (DO) employees' team building with the theme "*Fostering solidarity, renewing commitment for public service*" on June 30-July 01, 2022 at C&A Paradiso Beach Resort, Aringay, La Union, the Office hereby would like to inform the schools of its skeletal workforce arrangement on the aforementioned dates.
2. The DO employees are requested to fill in their names **on or before 12:00 NN of June 27, 2022** for finalization and submission of the seating and lodging arrangement. Kindly input your name through:
<https://www.tinyurl.com/SDOBaguioRoomingList>
3. Enclosed is the Indicative Activity Matrix during the activity.
4. For concerns, suggestions, or comments, please feel free to reach Elaine B. Cabuag or Don Jose C. Tolentino of the SGOD-SocMob section.
5. Wide dissemination and cooperation on this memorandum is appreciated.


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





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ENCLOSURE TO DivMemo [80] , s. 2022

INDICATIVE ACTIVITY MATRIX

SDO BAGUIO CITY TEAM BUILDING
“Fostering solidarity, renewing commitment for public service”
 JUNE 30-JULY 01, 2022
 C&A PARADISO BEACH RESORT, ARINGAY LA UNION

TIME	AGENDA	PERSON RESPONSIBLE
JUNE 30, 2022 (DAY 1)		
7:00 – 7:55 AM *8:00AM – departure time	CALL TIME AT THE SDO PARKING GROUND 1. Seating arrangement per van 2. Transport arrangement	OSDS: Patricia Veronica Torres Accounting: Helaine Joy Kimakim CID: Bryan Jones Bosaing SGOD: Fevie Cosi SHN: Juliet Ursabia
8:00 – 10:00 AM	Travel time	
10:30 AM	Arrival at C&A Paradiso Beach Resort 1. Serving of AM Snacks 2. Lodging arrangement 3. Personal Time	c/o Hotel staff
12:00 – 1:00 PM	Lunch Break	
1:30 – 1:59 PM	Registration at the Function Hall	
2:00 – 2:15 PM	PRELIMINARY 1. Nationalistic Song 2. Prayer 3. DepEd Quality Policy Statement 4. Roll call/ Checking of Attendance per functional Division **employees are requested to wear shirts according to their functional division color: <ul style="list-style-type: none"> • RED for CID • GREEN for SGOD • BLUE for OSDS 	
2:16 – 2:25 PM	OPENING REMARKS	Christopher C. Benigno, PhD., CESO VI
2:26 – 2:35 PM	STATEMENT OF PURPOSE	Juliet C. Sannad, EdD.
2:36 – 2:45 PM	MESSAGE	Federico P. Martin, EdD., CEEd., CESO V
2:46 – 3:15 PM	CAPABILITY BUILDING ACTIVITY *each Functional Division must prepare 2 activities related to teamwork and collaboration *prize/s shall be provided by the FD in-charge	OSDS In-charge
3:16 – 3:30 PM	Health Break	



“DepEd SDO Baguio City: We Serve, We Care.”

Address: 82 Military Cut-off Road, Baguio City
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 Issued on 12/27/2019



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TIME	AGENDA	PERSON RESPONSIBLE
JUNE 30, 2022 (DAY 1 continuation)		
3:31 – 4:00 PM	CAPABILITY BUILDING ACTIVITY *each Functional Division must prepare 2 activities related to teamwork and collaboration *prize/s shall be provided by the FD in-charge	CID In-charge
4:01 -4:15 PM	REMINDERS 1. SDO Hawaiian Night 2. Hotel/ Pool/ Beach policy	
4:16 – 5:00 PM	BREAK OUT SESSION 1. Planning and Preparation for the SDO Hawaiian Night 2. Team/ Functional Division practice	
5:01 – 6:29 PM	Personal Time	
6:30 – 7:45 PM	Dinner Time	
8:00 PM onwards	SDO HAWAIIAN NIGHT 1. Singgaling Individual Category -one per FD 2. Dancing of the Stars Group Category -minimum of 6per FD 3. SDO Baguio 2022 Runway “Nature Inspired” -minimum of 1 pair per FD -worn materials must be nature inspired	
JULY 01, 2022 (DAY 2)		
7:30 – 8:30 AM	Breakfast	
8:30– 8:45 AM	REGISTRATION 1. Roll call/ Checking of Attendance per functional Division	
8:46 – 9:15 AM	CAPABILITY BUILDING ACTIVITY *each Functional Division must prepare 2 activities related to teamwork and collaboration *prize/s shall be provided by the FD in-charge	SGOD In-charge
9:16 – 9:35 AM	SYNTHESIS/ INSIGHTS <ul style="list-style-type: none"> • Representatives per Functional Division 	
9:36 – 9:45 AM	CLOSING REMARKS	Niño M. Tibangay, PhD.
9:46 – 10:00 AM	PROGRAM EVALUATION	c/o SMME
10:01 –12:00 NN	Personal Time	

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TIME	AGENDA	PERSON RESPONSIBLE
JULY 01, 2022 (DAY 2 continuation)		
12:01 – 1:00 PM	Lunch Break	
1:01 – 1:30 PM	Check Out	
1:45 PM	CALL TIME AT THE C&A PARADISO BEACH RESORT PARKING GROUND	OSDS: Patricia Veronica Torres Accounting: Helaine Joy Kimakim CID: Bryan Jones Bosaing
*2:00 PM – departure time	1. Seating arrangement per van 2. Transport arrangement	SGOD: Fevie Cosi SHN: Juliet Ursabia



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