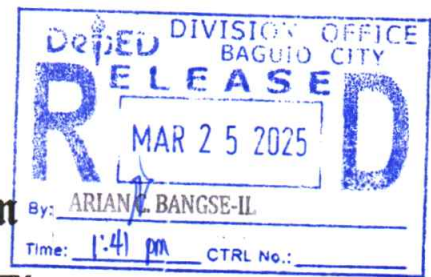




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



March 24, 2025

OFFICE MEMORANDUM

No. 021, 2025

CONDUCT OF 1ST QUARTER PROJECT INSPIRE CUM WOMEN'S MONTH CULMINATING PROGRAM FOR DIVISION OFFICE PERSONNEL

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit/Section heads
Others Concerned

1. Civil Service Memorandum Circular No. 3, s. 2012, Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) in the public service specifically on Learning and Development, the Schools Division Office of Baguio City has institutionalized programs designed to transform and upgrade its services through addressing competency gaps in the work place. Further, SDO- Baguio recognizes the crucial role of its employees in achieving organizational goals and fostering a conducive work environment.
2. Relative to this, this Office through the School Governance Operations Division- Human Resource Development Section shall spearhead a quarterly Professional Development (PD) session which aims to:
 - 2.1. Nurture spiritual enhancement among employees, recognizing the importance of holistic well-being in the workplace.
 - 2.2. Disseminate information crucial to enhancing work process organizational effectiveness, ensuring that employees are equipped with the knowledge they need to excel.
 - 2.3. Acknowledge and appreciate the efforts and initiatives of the employees, fostering a culture of recognition and support within the division.
 - 2.4. Strengthen employee welfare program
3. The 1st Quarter PD Session will be on **March 31, 2025, 9:00 am to 11 am at the DO Training Hall.**
4. Participants are all DO-based employees. The Chief Education Supervisors and Administrative Officer V/ OSDS Section Heads shall ensure the full participation of their staff in this activity.
5. Expenses incurred relative to the conduct of the activity shall be charged against Division MOOE funds subject to the usual accounting and auditing rules and regulations.





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6. For reference, please see attached program.
7. Immediate dissemination and compliance with this Memorandum are desired.


SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent 



1ST QUARTER PROJECT INSPIRE CUM WOMENS' CULMINATING PROGRAM



Theme:

***"From Awareness to Action:
Addressing GAD in the
Workplace"***

MARCH 31, 2025

8:00-10:00 am

Guest Speaker:

FR. BRAILLE VAN REYES, PhD

PROGRAMME

- | | |
|---|--|
| PART I: Attendance/Registration | HRDS |
| PART II: Flag Raising Ceremony | SGOD |
| PART III: Program Proper | |
| 1. AVP - Project INSPIRE 2024 | ICT |
| 2. Opening Remarks | CARMEL F. MERIS
OIC-Office of the ASDS |
| 3. Acknowledgement of Participants | SAMUEL BAB-ANGA
EPS- II-HRDS |
| 4. Introduction of the Guest Speaker | NIÑO M. TIBANGAY PhD
CES-SGOD |
| 5. Message | FR. BRAILLE VAN REYES PhD |
| 6. Awarding of Quarterly Spot Awards and Division ReGADnition | c/o- PRAISE Committee |
| 7. Message/Acknowledgment | SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent |

Master of Ceremony
JOVELYN T. BALANTIN
SEPS-HRDS