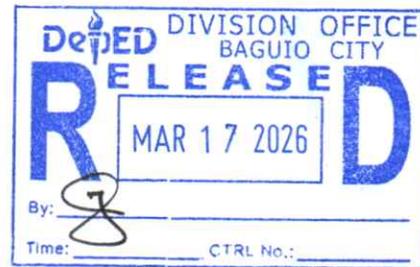




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



March 12, 2026

OFFICE MEMORANDUM

No. **031,2026**

IMPLEMENTATION OF "PANSANOPEN TAYO" CIRCULAR ECONOMY PRACTICES IN THE SCHOOLS DIVISION OF BAGUIO CITY

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Teaching and Non-Teaching Personnel
Others Concerned

1. In support of the environmental sustainability initiatives of the Department of Education and the circular economy program of the City Government of Baguio, the Department of Education Schools Division Office of Baguio City shall strengthen the adoption of "Pansanopen Tayo" Circular Economy Practices in all offices and schools. "Pansanopen Tayo," an Ibaloi term meaning "Let us gather, conserve, and renew," emphasizes collective responsibility in managing resources efficiently, minimizing waste, lowering carbon footprint, and promoting environmental stewardship in schools and offices
2. The objectives of these practices are the following:
 - a. Promote sustainable resource management and waste reduction in all schools and offices.
 - b. Cultivate environmentally responsible practices among employees, learners, and stakeholders.
 - c. Support the environmental sustainability efforts of the City of Baguio
 - d. Reduce the carbon footprint of school and office operations through waste minimization, reuse, and eco-friendly practices.
3. All offices and schools are encouraged to integrate the following Pansanopen Tayo practices:
 - a. Reduce
 - Minimize the use of single-use plastics during meetings, training, and school activities.
 - Encourage the use of tumblers, reusable containers, and eco-bags.
 - Practice paper conservation through digital communication and documentation whenever possible.
 - b. Reuse
 - Reuse office supplies such as folders, envelopes, tarpaulins, and packaging materials.



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@deped.gov.ph



DepEd Tayo Baguio City



<https://depedpines.com>



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

- Repurpose materials for instructional resources and school activities.
- c. Recycle
- Strengthen waste segregation in schools and offices. Coordinate with barangays and partner organizations for recycling initiatives.
- d. Recover
- Collect recyclable materials such as paper, plastic bottles, and cartons for proper recycling or repurposing.
- e. Responsible Procurement
- Prioritize environmentally friendly, reusable, and sustainable materials in procurement activities.
4. In support of Pansa-nopen Tayo Circular Economy Practices and to help reduce our office carbon footprint, the Schools Division Office will observe "Wednesday Baon Day." Section and Unit heads will ensure everyone participates and follows this eco-friendly initiative.
5. All schools and offices shall document their Pansa-nopen Tayo initiatives and submit reports with appropriate Means of Verification (MOVs) to the Schools Division Office through the SGOD- Social Mobilization and Networking Section.
6. For immediate dissemination and compliance.


SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent 