



Republic of the Philippines
Department of Education
Region V(Bicol)

DIVISION OF CATANDUANES
Virac, Catanduanes

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August 29, 2019

MEMORANDUM TO:

Public Schools District Supervisors
Elementary & Secondary School Heads
Non-Teaching Personnel

RELEASED

Received, Division Office of Catanduanes
RECORDS SECTION
Date AUG 29 2019
Time: 10:35 AM
Initial/Signature: [Signature]

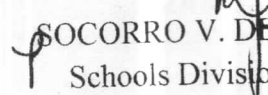
In connection with the 119th Philippine Civil Service Anniversary, all Non-Teaching personnel are required to attend and participate in the Kick Off Activities on September 2, 2019 (Monday).

SDO Personnel, Elementary and Secondary Non-Teaching Personnel will use white shirt during the event. Whereas, the Implementing Units can choose their own attire.

Attached is the Calendar of Activities.

Travel and other incidental expenses shall be charged against School Funds subject to the usual accounting and auditing rules and regulations.

For your information, guidance and compliance.


SOCORRO V. DELA ROSA, CESO V_T
Schools Division Superintendent

September 2019

DISPLAY OF ANNIVERSARY BANNER AT GOVERNMENT OFFICES FACADE
(Layout attached)

September 2, 2019 (Monday)

KICK OFF ACTIVITIES

TO BE PARTICIPATED BY ALL NATIONAL, PROVINCIAL, MUNICIPAL EMPLOYEES,
GOVERNMENT OWNED AND CONTROLLED CORPORATIONS,
STATE UNIVERSITIES AND COLLEGES

7:00-8:00 AM

Thanksgiving Mass

Venue: Immaculate Conception Cathedral

8:00-9:00 AM

Fun Walk

Venue: Virac Town Plaza to Capitol Grounds

9:00 AM

Opening Program

(Separate Program)

Venue: Provincial Capitol Grounds

September 6, 2019 (Friday)

4:00 pm

4 o'clock habit Laban Kontra Dengue

5:00 pm

ZUMBA

Venue: Capitol Grounds

Simultaneous with LGUs

September 13, 2019 (Friday)

EARTHQUAKE DRILL

1:00 pm

Orientation on Earthquake Drill

Venue: Convention Center

3:00 pm

Actual Earthquake Drill

Venue: Respective Offices

4:00 pm

4 o'clock habit Laban Kontra Dengue

5:00 pm

ZUMBA

Venue: Capitol Grounds

Simultaneous with LGUs

Note: Attached letter from CSC

September 20, 2019 (Friday)

7:00 am

Coastal Clean Up and Family Day

Area of Assignment to be provided by CSII & FNRO-DFNR

Simultaneous with Respective LGUs

September 19, 2019

9:00 am Health and Wellness for Provincial Government Employees
Check up of Blood Sugar and Blood Pressures
Medicines to be provided
Venue: Convention Center

September 24, 2019

8:00 am Forum on Employees Benefits
w/ separate program
Venue: Convention Center

- CCHRMP will send invitation

September 25-27, 2019

8:00 am Learning and Development Records Management

- CCHRMP will send invitation

October 1, 2019

6:00 pm Fellowship Night
TO BE PARTICIPATED BY ALL NATIONAL, PROVINCIAL, MUNICIPAL EMPLOYEES
GOVERNMENT OWNED AND CONTROLLED CORPORATIONS
STATE UNIVERSITIES AND COLLEGES
Venue: Virtual Town Plaza Covered Court

SEPARATE PROGRAM

1. Induction of Newly elected officers
CCHRMP
CACGO
2. Recognition of Finalist
National Search for Outstanding Government Employees
3. Dinner & Dance, Dance, Dance

*Please note: Foods & Drinks care of participating National,
Provincial & Municipal Agencies/Offices*

Special Treats for Government Employees
MICDO, Evegate Saloon & Catanduanes Eye Center
Details c/o CCHRMP