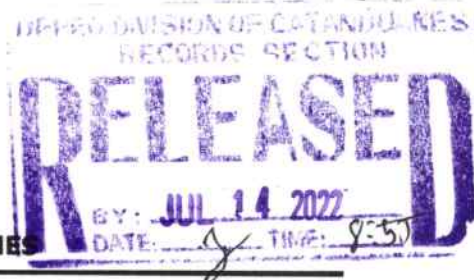




Republic of the Philippines  
Department of Education  
REGION V – BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES



July 13, 2022

MEMORANDUM

OSDS-SGOD-DM-34 s. 2022

**CAPACITY BUILDING WORKSHOP FOR FEDERATED PTA OFFICERS ON THE PREPARATION OF DOCUMENTS FOR RECOGNITION CUM GAWAD PARANGAL FOR 2021 BRIGADA ESKWELA/PAGBASA BEST IMPLEMENTING SCHOOLS, OUTSTANDING VOLUNTEERS AND STAKEHOLDERS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID & SGOD)  
Education Program Supervisors  
Public Schools District Supervisors/In-charge of the Districts  
All Concerned School Heads  
All Concerned School BE/BP Coordinators  
Outstanding Brigada Pagbasa Volunteers  
Municipal Federated PTA Officers  
All Others Concerned

1. Consistent with DepEd Memorandum No. 048, s. 2021 entitled "2021 Brigada Eskwela Implementing Guidelines", this Office through the SGOD-Social Mobilization and Networking Unit will conduct the *Capacity Building Workshop for Federated PTA Officers on the Preparation of Documents for Recognition cum Gawad Parangal for the 2021 Brigada Eskwela/ Pagbasa Best Implementing Schools, Outstanding Volunteers and Stakeholders* on August 5, 2022, 8:00 a.m. to 12:00 p.m. (*Capacity Building Workshop*) 1:00 p.m. to 5:00 p.m. (*Gawad Parangal*) at Queen Maricel Inn, Virac, Catanduanes.
2. Attached is the list of awardees and participants who will attend physically and expected to be at the venue on the above-mentioned date and time. Other awardees shall be awarded virtually via FB live streaming.
3. Prescribed attire during the Gawad Parangal is "black-tie" (*see enclosure*).
4. There will be a Coordination Meeting of the Technical Working Committee on July 22, 2022, 2:00 p.m. at the SGOD Office.
5. Travel and other expenses relative to this activity shall be charged against Local Funds/School MOOE/BPLP/LSB and other fund source subject to the usual accounting and auditing rules and regulations.
6. This activity shall observe the minimum health standards and protocols set by the DOH and local IATF.
7. For information, guidance and compliance.

  
SUSAN S. COLLANO  
Schools Division Superintendent

SGOD-SocMobNet/mbb/07/13/2022



San Roque, Virac, Catanduanes  
052 - 8114063  
catanduanes@deped.gov.ph  
www.depedrovcatanduanes.com  
DepEd Tayo - Region V - Catanduanes



Republic of the Philippines  
**Department of Education**  
 REGION V – BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

Enclosure No. 1 to Division Memorandum No. \_\_\_\_\_, s. 2022

**LIST OF PARTICIPANTS TO THE CAPACITY BUILDING WORKSHOP FOR  
 FEDERATED PTA OFFICERS ON THE PREPARATION OF DOCUMENTS FOR  
 RECOGNITION CUM GAWAD PARANGAL FOR 2021 BRIGADA  
 ESKWELA/PAGBASA BEST IMPLEMENTING SCHOOLS, OUTSTANDING  
 VOLUNTEERS AND STAKEHOLDERS**

**AUGUST 5, 2022**

**8:00 A.M. – 12:00 P.M.**

Queen Maricel Inn, SIV, Virac, Catanduanes

MUNICIPALITY	NO. OF PARTICIPANTS	POSITION
VIRAC	5	President
SAN ANDRES	5	
CARAMORAN	5	
PANDAN	5	Vice President
BAGAMANOC	5	Secretary
PANGANIBAN	5	
VIGA	5	Treasurer or Collecting and Disbursing Officer
GIGMOTO	5	
BARAS	5	Business Manager or Auditor
SAN MIGUEL	5	
BATO	5	
<b>SDO PARTICIPANTS</b>		
SDS or ASDS	1	
SGOD Chief & EPS	2	
SocMob SEPS & EPS II	2	
<b>TOTAL</b>	<b>60</b>	

**AUGUST 5, 2022**

**1:00 P.M. – 5:00 P.M.**

Queen Maricel Inn, SIV, Virac, Catanduanes

CATEGORY/SCHOOL	NO. OF PARTICIPANTS	POSITION/ DESIGNATION
<i>Elementary</i>		
Small School- <b>Comagaycay ES</b>	2	School Head, BE Coordinator
Medium School- <b>Gigmoto CES</b>	2	School Head, BE Coordinator
Large School- <b>San Andres CES</b>	2	School Head, BE Coordinator
Mega School- <b>Virac Pilot ES</b>	2	School Head, BE Coordinator
<i>Secondary</i>		
Medium School- <b>Palumbanes IS</b>	2	School Head, BE Coordinator
Large School- <b>Supang-Datag NHS</b>	2	School Head, BE Coordinator
Mega School- <b>SAVS</b>	2	School Head, BE Coordinator





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<i>Special Awards</i>		
Best Home Learning Spaces - <b>SAVS</b>	-	
Best School Community Home Partnership - <b>SAVS</b>	-	
Best Partnership Engagement Activity - <b>SAVS</b>	-	
Most Prepared School – Caramoran RDHS	2	School Head, BE Coordinator
<i>Brigada Pagbasa Best Implementing School</i>		
<b>Talisoy ES – Virac South</b>	2	School Head, BP Coordinator
<i>Brigada Pagbasa Outstanding Volunteers</i>		
<i>Individual - Clarissa T. Alintana – Virac CES/Virac South</i>	2	School Head, Outstanding Volunteer
<i>BLGU – SK Comagaycay Comagaycay ES-San Andres East</i>	2	School BP Coordinator, SK Chairperson
<b>SDO PARTICIPANTS</b>		
SDS,ASDS, SGOD & CID Chief	1	
SGOD EPS, SocMob SEPS & EPS II	4	
PSDSs/In-charge of the Districts	17	
2021 BE/BP Evaluation Committee	21	
Stakeholders	30	
Technical Working Committee	10	
<b>TOTAL</b>	<b>96</b>	





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**SCHOOLS DIVISION OFFICE OF CATANDUANES**

Enclosure No. 2 to Division Memorandum No. \_\_\_\_\_, s. 2022

**PROGRAM OF ACTIVITIES**

<b>TIME</b>	<b>ACTIVITY</b>	<b>In-Charge</b>
<b>Capacity Building Workshop for Federated PTA Officers on the Preparation of Documents for PTA Recognition</b>		
7:30-8:00 a.m.	Registration	Registration Committee
8:00-8:10 a.m.	Opening Program National Anthem Prayer Catandungan Hymn	<b>AVP</b>
8:10-8:15 a.m.	Acknowledgement of Participants	<b>IMACULATE T. LATORRE</b> EPS II – SocMobNet
8:15-8:20 a.m.	Welcome Remarks	<b>MARY JEAN S. ROMERO</b> SGOD Chief
8:20-8:25 a.m.	Message	<b>SUSAN S. COLLANO</b> Schools Division Superintendent
8:25-8:30 a.m.	Statement of Purpose	<b>MARIFE B. BREQUILLO</b> SEPS - SocMobNet
<b>ORIENTATION AND WORKSHOP PROPER</b>		
8:30-9:00 a.m.	Recognition of PTAs (Art. VI-DO 013, s. 2022)	<b>MARY JEAN S. ROMERO</b> SGOD Chief
9:00-9:15 a.m.	Health Break	
9:15-9:45 a.m.	Requirements for Recognition of PTAs (Art. VI-DO 013, s. 2022)	<b>MARIFE B. BREQUILLO</b> SEPS - SocMobNet
9:45-10:15 a.m.	Open Forum	<b>IMACULATE T. LATORRE</b> Moderator
10:15-11:15 a.m.	Workshop on the Preparation of Necessary Documents for PTA Recognition	<b>Participants</b>
11:15-11:20 a.m.	Submission of Outputs (by municipality)	<b>Participants</b>
11:20-11:30 a.m.	Wrap-up and Closing Message	<b>AROLINE T. BORJA</b> EPS, SGOD
11:30-11:35 a.m.	Closing Prayer	<b>AVP</b>
	EMCEE	<b>IMACULATE T. LATORRE</b> EPS II – SocMobNet
<b>LUNCH BREAK</b>		





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**GAWAD PARANGAL FOR THE 2021 BRIGADA ESKWELA/PAGBASA BEST IMPLEMENTING SCHOOLS, OUTSTANDING VOLUNTEERS AND STAKEHOLDERS**

<b>TIME</b>	<b>ACTIVITY</b>	<b>In-Charge</b>
1:00-2:00 p.m.	Registration	<b>Registration committee</b>
2:00-2:15 p.m.	Opening Program National Anthem Prayer Catandungan Hymn	<b>SARAH S. CHIONG</b> Senior Educ. Program Specialist Sch. Mgt. Monitoring & Evaluation
2:15-2:20 p.m.	Acknowledgement of Participants	<b>AROLINE T. BORJA</b> Education Prog. Supervisor, SGOD
2:20-2:25 p.m.	Welcome Remarks	<b>MA. LUISA T. DELA ROSA</b> Assistant Schools Division Superintendent
2:25-2:30 p.m.	2021 Brigada Eskwela & Brigada Pagbasa Accomplishments	<b>MARIFE B. BREQUILLO</b> Senior Educ. Program Specialist Social Mobilization & Networking
2:30-2:35 p.m.	Inspirational Message	<b>SUSAN S. COLLANO</b> Schools Division Superintendent
2:35-2:45 p.m.	Awarding of the 2021 Brigada Eskwela Advocacy Video Contest Winner – San Andres Vocational School (SAVS)	<b>SDS, ASDS, Chiefs, PSDS, Guests, Awardees</b>
2:45-2:50 p.m.	Video Presentation – “Isinulong, Inilaban” (2021 Brigada Eskwela Advocacy Video Contest Winner)	<b>San Andres Vocational School</b> <b>Allan M. Benoyo, Tr. III</b> Creator of Video <b>Maybelle V. Rubio</b> School Principal II
2:50-3:20 p.m.	Recognition of the 2021 Brigada Pagbasa Best Implementing Schools and Outstanding Volunteers	<b>SDS, ASDS, Chiefs, PSDS, Guests, Awardees</b>
3:20-3:30 p.m.	Congratulatory Messages (1-2 mins)	<b>City Savings Bank, Inc.</b> <b>EDUCO</b> <b>Library Hub Philippines</b>
3:30-4:05 p.m.	Recognition of the 2021 Brigada Eskwela Best Implementing Schools and Stakeholders	<b>SDS, ASDS, Chiefs, PSDS, Guests, Awardees</b>
4:05-4:15 p.m.	Congratulatory Messages (1-2 mins)	<b>Vice Governor</b> <b>Governor</b> <b>Congressman</b>
4:15-4:25 p.m.	Awarding of Certificate of Appreciation to the 2021 BE/BP Evaluation/Selection/Technical Working Committees	<b>SDS, ASDS, Chiefs, PSDS, Guests, Awardees</b>
4:15-4:20 p.m.	Closing Message/Word of Thanks	<b>MARY JEAN S. ROMERO</b> SGOD Chief
4:20-5:00 p.m.	Dine, Raffle, Socials	
<b>Masters of Ceremony:</b>	<b>RESTY M. FRANCISCO</b> Teacher III, San Vicente ES	<b>RHONA M. COLUMNA</b> Teacher III, San Andres CES





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Enclosure No. 3 to Division Memorandum No. \_\_\_\_\_, s. 2022

**EXECUTIVE COMMITTEE**

**SUSAN S. COLLANO**  
Schools Division Superintendent

**MA. LUISA T. DELA ROSA**  
Assistant Schools Division Superintendent

**MARY JEAN S. ROMERO**  
SGOD Chief

**ROMEL G. PETAJEN**  
CID Chief

**AROLINE T. BORJA**  
SGOD EPS

**TECHNICAL PLANNING & WORKING COMMITTEE**

**MARIFE B. BREQUILLO**  
SEPS, Chairman

**IMACULATE T. LATORRE**  
EPS II, Co-Chairman

Program & Invitation: Marife B. Brequillo SEPS-SocMobNet  
Imaculate T. Latorre, EPS II-SocMobNet  
Maria Audrea L. Vivo, PDO II-DRRM  
Ma. Eliza M. Icaranom, JO

Registration : Sarah S. Chiong, SEPS-SMM&E  
Ma. Theresa G. Abundo, Nurse II

Venue/Stage : Imaculate T. Latorre, EPS II-SocMobNet  
Decor Maria Audrea L. Vivo, PDO II-DRRM  
Engr. Rodger A. Matienzo  
Sheryl M. Cambonga, JO  
Julius Cornonejo, AA I

Token & Awards : Marife B. Brequillo, SEPS-SocMobNet  
Certificates Rona Mel Suaiso, COS  
Jekkyl Kerr Bonavente, AA I

Reception Line/ : Dr. Kristine G. Santelices, MO III  
Corsage Maribel B. Samonte, Nurse II  
Elizabeth Urbano, EPS II-HRD  
Joy Suaiso, COS

Medical/Health : Dr. Kristine G. Santelices, MO III  
Protocols Ma. Theresa G. Abundo, Nurse II  
Maribel B. Samonte, Nurse II

IT/PPT Presentation: Jennifer B. Metica, ITO I  
FB Live Streaming Bryan Laguda, AA I  
Dave Tantiado, AA I

Documentation : Anjo G. Tugay, SEPS-PRU  
Elizabeth Urbano, EPS II-HRD

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 SCHOOLS DIVISION OFFICE OF CATANDUANES

Enclosure No. 4 to Division Memorandum No. \_\_\_\_\_, s. 2022

**DRESS CODE - AUGUST 5, 2022**

**1:00 P.M. – 5:00 P.M.**

Queen Maricel Inn, SIV, Virac, Catanduanes

**BLACK TIE  
DRESS CODE**



- 1 Tuxedo jacket
- 2 Tuxedo pants
- 3 Cummerbund
- 4 Pleated dress shirt
- 5 Black bow tie
- 6 Onyx shirt studs
- 7 Onyx cufflinks
- 8 Patent leather oxfords

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OPTIONAL ACCESSORIES

- 9 Black dress watch
- 10 White lapel flower
- 11 Evening scarf

*A black-tie dress code is formal and requires you to wear classic and sophisticated clothing. For women, this is an evening gown or a floor-length dress. You do not want to wear anything short, revealing, or bright and bold colors. The key is to keep it minimalistic and focus on the fit and quality of the fabric. A timeless style is ideal, and this is not the time for trendy, fashion-forward garments. Your hair and makeup should also be natural.*

**BLACK TIE**  
 dress code

high quality bijouterie

don't be afraid of colors

floor length gown



  
 dressy cocktail dress allowed

  
 black color is always elegant

  
 classic shoes