




DEPARTMENT OF EDUCATION
Region X
DIVISION OF EL SALVADOR CITY

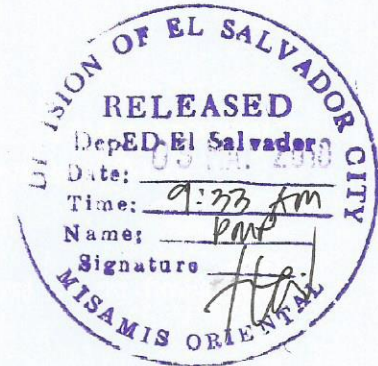
DIVISION MEMORANDUM
No. 128, s. 2018

To: DIVISION CHIEFS
EDUCATION PROGRAM SUPERVISORS
DIVISION OFFICE PERSONNEL

From: 
AGUSTINES E. CEPE, Ph.D., CESO VI
Schools Division Superintendent

Subject: Flag Raising/Lowering Ceremony Protocols

Date: April 30, 2018



1. To ensure proper and standardized conduct of **Flag Raising Ceremony** every Monday and **Flag Lowering Ceremony** every Friday afternoon, the field is hereby directed to strictly follow the following protocols:

a) Flag Raising Ceremony:

1. Music will be played at 7:53 AM as Call-up for Falling-in-Line. All are given seven (7) minutes only to be at their designated place (Refer to enclosure No.1).
2. At exactly 8:00 AM, the Flag Raising Ceremony shall commence. The following is the sequence of the Flag Raising Ceremony:
 - i. Singing of Lupang Hinirang;
 - ii. Opening Prayer;
 - iii. Recitation of Panunumpa ng Katapatan sa Watawat ng Pilipinas;
 - iv. Recitation of Panunumpa ng Lingkod Bayan by all Department Officials and employees only;
 - v. Recitation of DepEd Vision, Mission and Core Values;
 - vi. Announcements / Updates; and
 - vii. Presentations per Division (CID, SGOD and SDO).
3. Attendance will be checked by Personnel Section.
4. All units are directed to submit announcements and updates prior to the conduct of the Flag Raising Ceremony to the Special Events Team.

Copies Furnished:
Person Concerned, Records Section-Memorandum
HRDS/impq



b) Flag Lowering Ceremony:

1. Music will be played at 4:53 PM as Call-up for Falling-in-Line. All are given seven (7) minutes only to be at their designated place (Refer to enclosure No.1).
 2. At 5:00PM, the Flog Lowering Ceremony shall commence.
2. The theme for weekly presentation every Monday shall be announced during the Flag Raising Ceremony.
3. For information, guidance and strict compliance.



DEPARTMENT OF EDUCATION
Region X
DIVISION OF EL SALVADOR CITY

To the Future, El Salvador

Division Memorandum No. 38, s. 2018

Enclosure No. 1 Flag Raising/Lowering Arrangement



Abang, Romel C.

Marante, Rex

1. ACERO, Shiela Mae B.	7. BONGOLTO, Bernie A.	13. DUNGOG, Sherrie R.	19. GRANIDO, Balve G.	25. KHOBUNTIN, Cecille Z.	31. MAMACLAY, Anabelle M.	37. PAISANO, Mary Rose B.	43. REBUSTO, Rosa Maria M.	49. SALIGUMBA, Stephanie S.	55. VACALARES, Johnell Francis S.
2. AKUT, Ma. Luisa Joy	8. BUNA, Joy	14. ESTROSAS, Lorna H.	20. GUILLENA, Kenneth Angel B.	26. LABIS, Rolly B.	32. MARTINEZ, Jeffrey M.	38. PANTIN, Hermingildo B., Jr.	44. REMONSADA, Eleonor M.	50. SARDANE, Rizan L.	56. VALMORIA, Margie R.
3. ARRIEGADO, Quennie L.	9. CABELTES, Gladys Grace H.	15. GAID, Franz Maybelle M.	21. ISIDERIO, Glenn John O.	27. LIM, Felanie Marie A.	33. NARANJO, Mareri	39. PATES, Pamela Rikka M.	45. SABASAJE, Roque R.	51. SILLABE, John Perkins S.	57. YUBUCO, Emelie G.
4. ASEQUIA, Kevin B.	10. CALUBAG, Ruth A.	16. GALLARES, Junessa C.	22. JANGAO, Maricel B.	28. LOMONGO, Nilo L.	34. OCO, Artemio B.	40. PAYLA, Ophelia	46. SABUERO, Honeyluz A.	52. SILLABE, Fritzle C.	58.
5. ASEQUIA, Cherry Lou D.	11. CAPISTRANO, Randy Rhys U.	17. GALLEGA, Aster M.	23. JANUBAS, Manuel B.	29. LUUSTERIO, Genevieve E.	35. PACULBA, Grace P.	41. PICOT, Teresito	47. SABURNIDO, Rothelee L.	53. TIAD, Vanessa Protes L.	59.
6. ATILLO, Anna Mae M.	12. CASTILLO, Eulifta M.	18. GOMEZ, Gervie	24. JAUDIAN, Marisa B.	30. MAASIN, Helen E.	36. PACUMA, Arsenio Y.	42. QUISMUNDO, Maricris P.	48. SACULINGAN, Alan T.	54. UNSON, Clark Alron G.	60.

Copies furnished:
Person Concerned, Records Section-Memorandum
HRMS/mtpq

AGUSTINES E. CEPE, Ph.D., CESO VI
Schools Division Superintendent

ALIENA S. DAJAY, Ph.D
Asst. Schools Division Superintendent

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