



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

21 NOVEMBER 2022

DIVISION MEMORANDUM

No. 524 s. 2022

**CONDUCT ROOM-TO-ROOM INFORMATION DRIVE ON THE PROGRAMS OF
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION (YFD AND SHNS)**

To: **Assistant Schools Division Superintendent**
Chiefs in SGOD & CID
All Nurses II
Project Development Officer I
All Public Secondary School Heads
This Division

1. The School Health and Nutrition Section (SHNS) in coordination with the Youth Formation Division (YFD) will conduct a room-to-room information drive on the programs of the above-mentioned offices every tuesday, wednesday, thursday and friday for the month of November and December this year. Please see enclosure 1 for the schedule provided.
2. This activity aims to:
 - a. raise awareness through education, especially in these times of pandemic;
 - b. establish rapport between the learners and the team; and
 - c. promote positive environment for the learners to learn, to be motivated and to earn trust of the identified school personnel.
3. This office shall adhere to Equal Opportunity Principle (EOP) in the conduct of this activity. Hence, all decisions and actions shall be based solely on the guidelines set forth, with no discrimination on the account of age, ethnicity, gender, marital status, religion and political affiliation.




Address: Zone 3, Poblacion, El Salvador City | Website: www.depedelsalvadorcity.net
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4. Further, this Memorandum shall serve as the **Authority to Travel** for the above-mentioned personnel during the time they will be conducting the said activity.

5. Immediate and wide dissemination of this Memorandum is enjoined.


OLGA C. ALONSABE, PhD, CESO V
Schools Division Superintendent



To be indicated in the Perpetual index
Under the following subject:

Information drive
SGOD/VPLT



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Enclosure 1.

SGOD PERSONNEL	TOPIC/PROGRAMS	DAY
1 Cecille Z. Khobuntin	<ul style="list-style-type: none">- SBFP (Nutrition/Wellness)- Mental Health	Wednesday, Thursday and Friday
2 Vanessa Prores L. Tiad	<ul style="list-style-type: none">- NDEP (substance use & abused/smoking/vaping/ alcoholic beverage)- Adolescent Health Reproductive (HIV/AIDS/Teenage Pregnancy)- Mental Health	Wednesday, Thursday and Friday
3 Franz Maybelle M. Gaid	<ul style="list-style-type: none">- WINS (importance on water, health & sanitation)- Growing Healthy (women's menstruation period)- Mental Health	Wednesday, Thursday and Friday
4 Esmael V. Malaco Jr.	<ul style="list-style-type: none">- Environmental topics/updates- Youth topics (gang related issues)- Child Protection	Tuesday, Wednesday and Thursday



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