



Republic of the Philippines
Department of Education

Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

Date: November 22, 2023

DIVISION MEMORANDUM
No. 606, s. 2023

**IMPLEMENTATION OF THE PROJECT - "DEPED'S 236,000 TREES -
A CHRISTMAS GIFT FOR THE CHILDREN"**

To : PSDSs/DICs,
School Heads and Teachers
Division Personnel
This Division

1. In reference to the DepEd Memorandum Number 069, series of 2023, titled, Guidelines on the Implementation of the Project- "DepEd's 236,000 Trees- A Christmas Gift for the Children", this division takes the lead in the participation of its schools on the simultaneous planting of 236,000 trees in the different parts of the country. This project serves as a gist from the Department to ensure a clean and green environment for Filipino children and future generations.
2. Enclosed in this memorandum are the guidelines for successful implementation.
3. Immediate and wide dissemination of this memorandum to all concerned is highly desired.

Nelia S. Lomocso
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Schools Division Superintendent

Encl.: Guidelines on the Implementation of the Project
To be indicated in the Perpetual Index
under the following subjects:
DepEd's 236,000 Trees
ASM//DM-MEMO SMN 2023
November 22, 2023



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Enclosure No. 1

**GUIDELINES ON THE IMPLEMENTATION OF THE PROJECT - "DEPED'S
236,000 TREES - A CHRISTMAS GIFT FOR THE CHILDREN"**

1. Target Date of the Tree-Planting Activity. The tree-planting activity by the different schools will take place simultaneously on December 6, 2023. All 452 public Elementary and Secondary schools will participate, with each school planting a minimum of 5 trees, contributing to the goal of planting over 236,000 trees nationwide.

2. Acquisition of Seedlings. The Division Social Mobilization and Networking section coordinated with its counterparts at the Department of Environment and Natural Resources (DENR) to acquire seedlings for each school in the division. This coordination aligns with the Memorandum of Agreement among the Office of the Vice President, DENR, and DepEd for the program titled Pagbabago: A Million Trees Campaign. The distribution of seedlings to each school should be completed by November 29, 2023.

In case delay or failure of DENR to provide adequate seedlings, schools are advised to prepare at least 5 seedlings of fruit-bearing trees, Philippine native species trees, or mangroves if the school selects a coastal area as a venue for the tree planting activity.

3. Composition of Participants for Each School. Each participating school shall designate a team consisting of teachers, learners, and staff members responsible for planning, implementing, and reporting on the tree-planting efforts. The team should include at least one teacher-in-charge and student representatives.

There should be no more than 10 teachers and not more than 20 learners who will participate in the activity. Only a maximum number of 30 individuals should join the tree planting.

4. Implementation of the Tree-Planting Activity and Care for Trees. Schools should consider the necessary resources for the activity, such as tree-planting tools and materials for tree care. However, it should be emphasized that there is no need to buy the materials for the tree planting activity.

Ideally, the school grounds will serve as the venue for the activity. However, if space is limited, the School Head should find an alternative area such as barangay parks, local government unit parks, marine protected areas, or any other open space near the school that may be used for tree planting. In this case, the School Head shall coordinate with their barangay unit to determine an alternative area for the tree planting activity.



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Schools within close proximity to each other may share a venue for the tree-planting activity. Adequate supervision and guidance from the teacher-in-charge are essential to ensure proper planting and care for the trees. To mark the area of the planting, a tree guard shall be built around each planted seedling afterwards. No standard design for the tree guard is required.

5. Information Dissemination. Simultaneous social media broadcasts through Facebook Live shall be conducted by the participants using their school's official Facebook accounts. The official hashtag for the post should be #depedxmastrees.

DepEd personnel and students are likewise encouraged to share photos and videos of the tree-planting activity through their personal social media platforms using the hashtag #depedxmastrees.

The Schools Division Offices, through the Schools Division Superintendents, should coordinate their own media coverage within their respective jurisdictions.

6. Post-Activity Reporting. After the tree planting activity, schools shall prepare a one-page report (attached hereto as Annex A) containing the details of the activity. Said report will indicate the name of the school which participated, the number of trees planted, the types or species of trees planted, and photos of the activity.

The report shall be sent by the School to its Schools Division Office (SDO) designated email address/ addresses on December 12, 2023.

The SDO shall compile the reports and submit them to the RO on December 18, 2023.

7. Post-Care for the Trees Planted. The Principals of each school will be responsible for ensuring the proper care of the trees planted within their premises. For trees planted outside the premises of the school, the school heads may coordinate with the *barangay* officials where the trees were planted so that regular monitoring of the trees' growth is done.

Regular inspections by the school officials shall be done in order to assess the condition of the trees, identifying any potential risks or diseases, and promptly addressing them. The growth of the seedlings should likewise be monitored to ensure the health, growth, and sustainability of the trees under the school's care.



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