



Division Memorandum
No. 043 s. 2018

TO: All Division Office Personnel
This Division

FROM: **MARILOU B. DEDUMO, Ph. D., CESO V**
Schools Division Superintendent

SUBJECT: Recognition and Awarding of Most Valuable Personnel (MVP) for the Month and Program Flow during Flag Raising Ceremony

DATE: January 18, 2019

1. To add more flavour and colour to the Monday flag raising ceremony and weekly convocation, each sponsoring functional division and its units and sections is suggested to follow the program flow below:
 - ✓ National Anthem
 - ✓ Prayer
 - ✓ Panunumpa sa Watawat
 - ✓ Panunumpa sa Liingkod Bayan
 - ✓ Exemplification of the Values of the Month – HONESTY for January (citing an instance when the value of the month is applied either or both in the personal and work life)
 - ✓ Updates/Accomplishments per functional division/section/unit (5 minutes each)
 - ✓ Health and Wellness Info-Sharing (c/o the Health and Nutrition Unit and for each month will talk about the theme or topic, 3-5 minutes)
 - For the month of January, 2019, info-sharing on Health, Nutrition and Wellness may center on all or either of the following topics/themes as included in DOH's Health Calendar for 2019:
 - Liver Cancer and Viral Hepatitis Awareness
 - Deworming
 - Schistosomiasis Awareness
 - ZERO Waste
 - Autism Consciousness - 3rd week
 - Cancer Consciousness – 3rd week
 - Goiter Awareness – 4th week
 - Leprosy Awareness – Last Sunday
 - ✓ Sharing words of thanks and affirmation (fish bowl method)
 - ✓ Message from SDS
 - ✓ Civil Service Hymn
2. Relative to this, the sponsoring office must prepare a schedule of their speakers/resource persons for the particular week and month. A year round schedule is most appreciated.
3. The EPS in-charge of Edukasyon sa Pagkakatao, Dr. Megenila Guillen, is requested to publish the value/s of the month for a particular calendar year.
4. The abovementioned activities shall start on January 28, 2019 with the sponsoring group to take care of the different resource persons. Chief Elvira S. Urbiztondo is requested to explain the mechanics after the flag raising activities this Monday, January 21, 2019.