



25- 31017

Republic of the Philippines
Department Of Education
Region XI
Schools Division of Panabo

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0118

To : **BASILIO P. MANA-AY JR., CESO VI**
Assistant Schools Division Superintendent
AILENE B. ANONUEVO, PhD, Chief Education Supervisor
Schools Governance and Operations Division
JANWARIO E. YAMOTA, Chief Education Supervisor
PUBLIC SCHOOLS DISTRICT SUPERVISORS
EDUCATION PROGRAM SUPERVISORS
ALL SCHOOL HEADS/PRINCIPALS
SCHOOLS DIVISION OFFICE PERSONNEL

Subject: ATTENDANCE AT THE “2025 ULAT NI MAYOR”

Date: March 7, 2024

Attached is the letter from the Office of the City Mayor, inviting all teaching and non-teaching personnel to the **“2025 Ulat ni Mayor”**, from 8:00 am to 12:00 noon on March 14, 2025, at the Panabo City Multipurpose Cultural, Tourism, and Sports Center.

The activity will highlight the City’s 2024 Accomplishments and the 2025 plans in line with the Special Education Fund and other literacy programs of the City under the leadership of the City Mayor, Hon. Jose E. Relampagos.

The following are expected to attend the said activity, to wit:

1. SDO Top Management
2. all Education Program Supervisors,
3. all Public Schools District Supervisors,
4. Division Office Section Heads,
5. all personnel from the Schools Governance and Operations Division except the Contract of Service,
6. Non-teaching personnel to be identified by the National Employees Union (Attention: NEU Pres. Ana Liza M. Mendoza),
7. all School Heads from both Public Elementary and Secondary Schools, and
8. all identified teachers per school (except Grades 3, 6 and 12 teachers and those who are assigned in the ELLNA and NAT Review).

School Heads are directed to ensure that the assumption of classes or an alternative delivery mode shall be implemented. Further, teachers and other employees are directed to return to their stations after the activity.



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Please refer to the attached list of schools with the corresponding number of attendees to the said activity. Further, School Heads are requested to submit the list of attendees to the undersigned (Attention: Mr. Ker Denzel G. Infiesto) for submission to the Office of the City Mayor on or before **March 11, 2025**.

Traveling expenses and other related expenses relative to this activity are chargeable against the School MOOE/Division MOOE funds subject to the usual accounting and auditing rules and regulations.

For your guidance and compliance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

8

RELEASED

MAR 10 2025

RECORDS SECTION EDO PANABO CITY
BY 

Enclosed: As stated.
SGOD/aba

NUMBER OF ATTENDEES PER IDENTIFIED OFFICE/SCHOOL

NO.	SCHOOL	NO. OF PERSONNEL
1	A.O FLOIRENDO ES II / PCD	15
2	CABILI ES / PCD	20
3	CAGANGOHAN NHS	30
4	DOÑA NENITA ES / PCD	20
5	G.L DONDODY ES / PSD	36
6	GREDU ES / PCD	20
7	J.P LAUREL ES / PSD	12
8	LITTLE PANAY ES / PSD	10
9	LITTLE PANAY NHS	15
10	NEW VISAYAS ES / PSD	18
11	NAMUAG ES / PSD	5
12	PANABO CENTRAL ES / PCD	65
13	PANABO CITY NHS	270
14	PANABO CITY SHS	55
15	QUEZON NHS	20
16	RIZAL ES / PCD	80
17	SALVACION ES / PCD	30
18	SAN FRANCISCO ES / PCD	10
19	SAN PEDRO ES / PCD	10
20	SAN VICENTE ES / PCD	22
21	SAN VICENTE NHS	52
22	SOUTHERN DAVAO ES / PND	25
23	STO. NIÑO ES / PCD	18
24	ALL SCHOOL HEADS	62
25	SDO: EPS	10
26	SDO: PSDS	9
27	SDO: SGOD	22
28	SDO/SCHOOL: NTP-NEU	31
29	SDO: SECTION HEADS	8
Grand Total		1000

Approved by:


JINKY B. FIRMAN PhD, CESO VI
 Schools Division Superintendent



Republic of the Philippines
Province of Davao del Norte
CITY OF PANABO

OFFICE OF THE CITY MAYOR

Service to Panaboans
Service to God

March 4, 2025

25-31017 805

DR. JINKY B. FIRMAN, CESO VI
Schools Division Superintendent
DepED SDO of Panabo

DepED Division of Panabo City
RECORDS SECTION

RECEIVED
06 MAR 2025
9:21 AM

Dear Dr. FIRMAN,

Happy Araw ng Panabo!

On behalf of the 2025 Ulat ni Mayor Joe Committee, I am requesting our teachers, principals and school heads, and the SDO staff to attend the Ulat ni Mayor Joe on March 14, 2025 Friday at the Panabo Multipurpose Cultural, Tourism, and Sports Center at 8:00 in the morning until 12:00 noon. This grand ceremony will be witnessed by thousands, including those who will stream online and on television.

The event will feature the Mayor's accomplishments for the year 2024 and his plans in 2025, including those in line with the city's Special Education Fund and other literacy programs. If granted, I am asking for a list of attendees as part of our security measure.

For confirmation, kindly inform us through the City Information Office at 0946-699-9400.

Thank you very much.

Yours in service,

JO-ANNE R. CAPUYAN
Executive Secretary to the Mayor
Chairperson, 2025 Ulat ni Mayor Joe Committee

