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**Republic of the Philippines**  
**Department of Education**  
**REGION XI**  
**SCHOOLS DIVISION OF PANABO CITY**

*Office of the Schools Division Superintendent*

**DIVISION MEMORANDUM**

SGOD-2025-0527

**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**  
**PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS**

**Subject:** **ATTENDANCE AT THE FREE LIFE COACHING AND FINANCIAL LITERACY SEMINAR FOR TEACHERS**

**Date:** **September 18, 2025**

Attached is the Letter from MARYLINDBERT INTERNATIONAL regarding the FREE Life Coaching and Financial Literacy Seminar for Teachers on September 27, 2025, from 8:00 am to 12:00 pm at A.O. Floirendo Elementary School.

The identified schools listed below, along with their corresponding number of teachers and the identified Program Management Team, are requested to participate in the specified activity.

1. A. O. Floirendo Elementary School = 22
2. Tibungol Elementary School = 1
3. A. O. Floirendo National High School = 9
4. Sindaton National High School = 11
5. P. Changco Elementary School = 2
6. Roxas Elementary School = 5
7. Division Office = 6

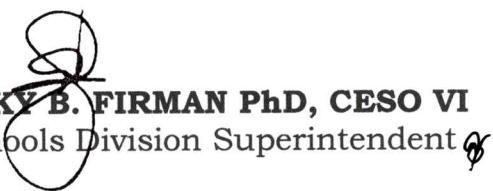
Further, all attendees shall be granted with one- day COC/ Service Credit for the services rendered. Said privileges are in accordance with Civil Service Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service rendered, which prescribes guidelines on the availment of Compensatory time-off in lieu of overtime pay, pursuant to the adoption of austerity measures in the government.



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Traveling expenses are chargeable against School MOOE/Division MOOE Funds, subject to the accounting and auditing rules and regulations.

For your guidance and compliance.

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**SEP 22 2025**

RECORDS SECTION: SDO PANABO CITY  
BY 

Enclosed: As stated.  
SGOD/aba

# MARYLINDBERT International

Holy Angels Place  
9460 Belenches, San Antonio Village,  
Makati City 1206, Philippines  
TEL: (632) 899-1943/44  
FAX: (632) 897-5052  
E-MAIL: [www.marylindbertintl.com](http://www.marylindbertintl.com)

September 2, 2025

**JINKY B. FIRMAN**  
Schools Division Superintendent  
Department of Education  
City Schools Division of Panabo City

Dear Ms. Firman,

Greetings!

We are happy to inform you that "The Value of Hard Work and Discipline" Comprehensive School Program of Fortune Life Insurance Company in partnership with MaryLindbert International and Department of Education is already on its 14th year. We continue to give workbooks, teaching materials, modules and teaching guides on hard work and discipline for free to nominated schools nationwide. We also conduct free life coaching for teachers.

Moreover, a "Life Coaching Seminar for Teachers" will be conducted. The speakers will be *Dr. Paraluman Giron*, Member, Board for Professional Teachers, Professional Regulation Commission, K12 Consultant/ *Dr. Noemi Bellosillo*, former Regional Chief of PESS & Special events and Fortune Life Insurance Finance Analyst. Speakers will life coach the teachers on how to be effective educators in school, at home and in the community while our finance analyst will impart financial literacy to the attendees.

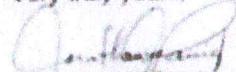
In connection with the above, we would like to request your kind office to please allow us to use the schools/venue below and invite your teachers to attend via memorandum/ advisory. You can email us at [nathalie.barba@marylindbertintl.com](mailto:nathalie.barba@marylindbertintl.com) / [jonathanpaug@gmail.com](mailto:jonathanpaug@gmail.com) or call us at 09279337909. Also, we would like to request for a Supervisor/ Specialist/ PSDS to oversee and help us coordinate the program.

Date	Time	Activity	Participants	Venue
September 27, 2025	8:00- 12:00pm (or at your most convenient time)	FREE Life Coaching & Financial Literacy Seminar	Open to all grade level teachers (Min. of 50- 100 participants)	A.O Florendo Elementary School

Lunch/Snacks, certificates, and giveaways will be given for FREE to the participants.

We thank you again for your unwavering support to this very noble advocacy for our teachers.

Very truly yours,



**Jonathan G. Paug**  
Vice President and Operations Manager



6925/10/26/21

**Republic of the Philippines**  
**Department of Education**  
**REGION XI**  
**SCHOOLS DIVISION OF PANABO CITY**

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September 10, 2025

**MR. JONATHAN G. PAUIG**  
Vice President and Operations Manager  
MARYLINDBERT International  
Manila, Philippines

**Dear Mr. Pauig:**

Greetings of peace!

This is to acknowledge receipt of your letter dated September 2, 2025, regarding the conduct of the **FREE Life Coaching & Financial Literacy Seminar for Teachers** in partnership with Fortune Life Insurance Company and MaryLindbert International.

We are pleased to inform you that the **Schools Division Office of Panabo City interposes no objection** to your request to conduct the said seminar on **September 27, 2025, from 8:00 AM to 12:00 NN at A.O. Florendo Elementary School.**

Regarding this, we will be releasing a Division Memorandum outlining the number of participants and other provisions to encourage teachers to participate in the activity on the aforementioned date. Likewise, a designated Division Personnel member will also be assigned to coordinate and assist your group during the activity's conduct.

We thank you for your continued partnership and unwavering support for the professional growth and welfare of our teachers.

Very truly yours,

  
**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent