



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

1025/03/30

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0619

To : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
Chief, Schools Governance and Operations Division  
Secondary Public Schools District Supervisors  
Secondary Public and Private School Principals  
All Concerned

Subject: **5<sup>th</sup> CAREER YOUTH CAMP**

Date : October 24, 2025

Attached is the letter from the Public Employment Service Office inviting the participation of Grade 10 students to the **5<sup>th</sup> Career Youth Camp** which will be held on **November 12-14, 2025, at Panabo City Gymnasium.**

Against this, all secondary schools from both public and private are advised to select two (2) Career Guidance Advocates and five (5) Grade 10 students to represent the school.

In addition, learner-participants are required to secure signed parent's consent and medical certificate duly signed by the SDO Medical Officer before attending the activity proper.

Transportation expenses shall be charged against School MOOE and/or local funds, subject to the usual accounting and auditing rules and regulations.

For information, guidance, and compliance.

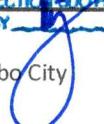
For and in the absence of the Schools Division Superintendent:

  
**BASILIO P. MANA-AY JR., CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge 

**RELEASED**

**OCT 27 2025**

RECORDS SECTION SGOD PANABO CITY

BY 

Enclosed.: As stated.  
SGOD/aba/jma



Schools Division Office of Panabo City  
City Hall Compound, Km. 31, JP Laurel, Panabo City  
Tel. No. (084)8231469  
Email: panabocity.division@deped.gov.ph



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

## PUBLIC EMPLOYMENT SERVICE OFFICE

*Service to Panaboans  
Service to God*

October 22, 2025

102510313

**DR. JINKY B. FIRMAN**  
Schools Division Superintendent  
Division of Panabo

THRU: Career Guidance In-Charge  
Division of Panabo

DepED Division of Panabo City  
RECORDS SECTION

RECEIVED  
22 OCT 2025  
9:30 AM

Dear Dr. Firman,

Warm greetings from the Public Employment Service Office (PESO)!

In line with the upcoming **5th Career Youth Camp on November 12–14, 2025**, at the Panabo City Gymnasium, the Public Employment Service Office (PESO) of the City Government of Panabo respectfully request the assistance and coordination of the Department of Education – Division of Panabo City Office on the following matters as agreed during the coordination meeting:

- **Issuance of a Division Memorandum** to all participating schools regarding their involvement in the 5th Career Youth Camp. A total of twenty-five (**25**) schools, both public and private, are expected to participate in the activity, with five (**5**) Grade 10 students per school as delegates. The memorandum may also include the designation of two (**2**) teachers or career advocates per school to accompany the student participants. These designated Career Advocates shall coordinate their schedule by alternating between day and night shifts throughout the duration of the camp.
- **Assistance of the DepEd Division Physician** in facilitating the participants' medical certificate requirements by setting a schedule for medical check-ups prior to the event.
- **Issuance of an endorsement letter** to Panabo City National High School to facilitate the borrowing of cooking utensils and beddings, following the request made by the Public Employment Service Office (PESO) for use during the camp. Request Letter is attached for your reference

We sincerely appreciate your continued partnership and support to the City Government's youth and environmental initiatives. For further coordination, please contact Ms. Mary Joy Suguitan, CEC Focal through mobile number 0945-661-6460 or our PESO Hotline Number 0948-271-9758.

Thank you very much, and we look forward to your favorable response.

Respectfully,

  
**CHARELLE B. ESPINOSA, MBA**  
Acting CGDH I/PESO Manager

Noted by:

  
**PEDRITO A. MISOLES, MAEd.**  
City Administrator





Republic of the Philippines  
Province of Davao del Norte  
CITY OF PANABO  
**PUBLIC EMPLOYMENT SERVICE OFFICE**

*Service to Panaboans  
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October 22, 2025

**DR. JINKY B. FIRMAN**  
Schools Division Superintendent  
Division of Panabo

THRU: **MANUEL M. ESPERANZA**  
Principal III  
Panabo City National High School

Dear Dr. Firman,

Warm greetings from the Public Employment Service Office (PESO)!

In line with the upcoming **5th Career Youth Camp on November 12–14, 2025**, at the Panabo City Gymnasium, the Public Employment Service Office (PESO) of the City Government of Panabo respectfully requests to borrow the following materials from Panabo City National High School, which will be used throughout the duration of the camp:

- 150 beddings
- 4 large woks
- 4 large cooking pots
- 4 cooking stands

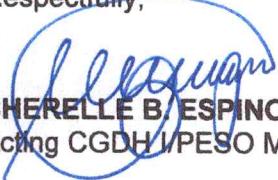
These items will be utilized by the camp participants and staff during the 3-day event, which aims to promote career guidance, life skills, and youth development among Grade 10 students from public and private schools in Panabo City.

We assure your good office that all borrowed materials will be properly handled and returned immediately after the activity in good condition.

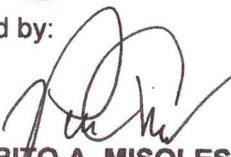
Thank you very much for your usual support and cooperation. Your assistance will greatly contribute to the success of this meaningful activity for our youth. For further coordination, please contact Ms. Mary Joy Suguitan, CEC Focal through mobile number 0945-661-6460 or our PESO Hotline Number 0948-271-9758.

Thank you very much, and we look forward to your favorable response.

Respectfully,

  
**CHERELLE B. ESPINOSA, MBA**  
Acting CGDH / PESO Manager

Noted by:

  
**PEDRITO A. MISOLES, MAEd.**  
City Administrator