



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**  
Banica, Roxas City



Telefax No. (036) 6210-974/Tel. No. (036) 6216-118

November 7, 2019

**DIVISION MEMORANDUM**

No. 210 s. 2019

**2019 PASKO NG MGA BATA**

To: Assistant Schools Division Superintendent  
Chiefs Education Supervisors, CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Division Section Heads and Staff  
All Others Concerned

1. The Schools Division of Capiz will hold a Christmas Party for children called **“Pasko ng mga Bata”** on **December 20, 2019, 9:00 AM at Capiz Division Multi-Purpose Hall.**
2. The beneficiaries of this activity are 80 children ages 6 – 9 years old from Brgy. Banica, Roxas City where the division is situated.
3. Expenses incurred during the conduct of this activity are chargeable against SDO Fund subject to the usual accounting and auditing rules and regulations.
4. Working committees is found in Enclosure no. 1.
5. Immediate dissemination of this Memorandum is desired.

  
**SALVADOR O. OCHAVO JR., EDD, CESO V**  
Schools Division Superintendent

**WORKING COMMITTEES**

Program/Invitation

Chairman: Glenda Marie B. Botin  
Members: Jeoly Pearl Agabe, Jasmine Olivare, Zander Frofunga

Hall Arrangement/Sound

Chairman: Rhodela Martinez  
Members: Jordan Bundalan, Artuz Dalmacio  
Emily Combate, Samuel Orbe

Decoration

Chairman: Cerilo Villagracia

Gift/Prizes

Chairman: Romar S. Jaravelo  
Members: Ronald Dile, Ma. Sharon Barrientos, Shane Vista  
Glenda Cabantug, Glory Jane Borreros

Games

Chairman: Jasmine Olivare  
Member: Christine Villaruz, Ralph Martin Quintana, Formosa Rabe

Food

Chairman: Ma. Sharon Barrientos  
Co - Chairman: Glenda Marie B. Botin  
Members: Mary Grace Atinon, Glenda Cabantug, Melanie Corpuz  
Glory Jane Borreros, Agnes Gallardo, Romar Jaravelo

Documentation

Chairman: Zander Frofunga  
Member: Kenneth Anoché

Over-all Chairman:

Nannette G. Calixterio

Co-Chairman:

Romar S. Jaravelo