



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools
Division Superintendent**

3 FEB 2023

DIVISION MEMORANDUM
No. **SD**, s. 2023

**CLOSING ACTIVITY OF THE OPLAN KALUSUGAN SA
DEPED (OK SA DEPED) – ONE HEALTH WEEK 2023**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Senior Education Program Specialists/Education Program Specialists
Public District Supervisors/District-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. The Closing Activity of the Oplan Kalusugan sa DepEd – One Health Week will be on **February 6, 2023 at Amlan Gymnasium from 8:00 AM to 4:00 PM.**
2. Health services such as but not limited to blood pressure and random blood sugar taking, vision screening, dental services, in-person medical consultation, and others shall be conducted to further amplify the advocacy on health.
3. Enclosed is the list of the different working committees. Furthermore, on **February 3, 2023, from 9:00 am to 4:00 pm**, all working committees shall convene to prepare for the aforementioned activity.
4. The activity shall be participated in by the following:
 - Assistant Schools Division Superintendents;
 - Chief Education Program Supervisors, SGOD and CID;
 - ALL SGOD personnel;
 - ALL School Health Section personnel; and
 - ALL Public Schools District Supervisors/District-In-Charge.
5. Meals of the aforementioned activity shall be charged against the Oplan Kalusugan (OK) sa DepEd downloaded fund, while the travelling and other incidental expenses incurred relative to the participation of this activity shall be charged against the Division fund, all subject to the usual accounting and



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auditing rules and regulations.

6. This serves as your **AUTHORITY TO TRAVEL**.
7. Widest dissemination of and compliance with this Memorandum are desired.

By the Authority of the Schools Division Superintendent:

MARCELO K. PALISPIS EdD, JD
OIC – Assistant Schools Division Superintendent
Office-In-Charge

1/7/23

SPP/NLR-JMA-MKP/SGOD/RBP/KLBC/fmosqueda
February 2, 2023



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OK SA DEPED – ONE HEALTH WEEK CLOSING ACTIVITY

WORKING COMMITTEES

Amlan Central Elementary School | February 6, 2022 | 6:30 AM – 5:00 PM

KARINA LOUISE B. DE LA CRUZ – Medical Officer III
MELCHORA DIOSDADA ASDILLO – Dentist-In-Charge
FELIX III D. MOSQUEDA – Nurse-In-Charge

Committee	Chairperson	Members	Roles/Functions
Secretariat	Gueia N. Samson	Mary Ruth Gloria Dr. Marilyn Alcala Dr. Arcia Pasquil Dr. Charlotte Singson	>Registers all participants > Records the attendance of the participants > Helps prepare the kit of the participants > Helps distribute the lootbags, certificates, etc. > Prepares the list of VIPs and guests which will be provided to the Reception and Program Committees > Submits copies of attendance sheets to Finance for payment processing
Reception	Chairperson: Dr. Minda Regalado Co-Chairperson: Esan Val Cabrera	Mark Anthony Pajuelas Marianne Mae Ragas Alexandria Ruperto	> Assists participants to their rooms > Ensures order during the conduct of the opening and closing programs > Ushers the VIPs, guests and participants to the venue > Helps in the distribution of certificates and tokens
Program	Chairperson: Felix III D. Mosqueda	Mark Anthony Pajuelas Marianne Mae Ragas Alexandria Ruperto	> Manages the conduct of the opening and closing programs, and socials > Prepares the program flow
Technicals	Brent John Trasmonte	Kennith Misamis Jerry Campoy Runi John Tero	> Ensures that the sound system and LED are ready to be used every day > Prepares at least 6 mics > Collects the PPT which will be used as official backdrop >Prepares the videos needed for the event
Food	Emilda Chiu	Elizabeth Quirit Estela Velasco	> Prepares timely meals and snacks for the participants and organizers > Ensures proper hygiene procedures are followed in the preparation and distribution of the food > Coordinates with the hotel with regard to daily menu



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Dental/Medical Services	Marivic Init Myrna Roy Bajar	Maria Nehmia Besario Anna Lee Celis Ana Mae Fesarit	> Serves as medics of the day > Attends to the medical needs of the participants
Documentation	Maria Lovelyn Mananquil	Kathleen Juntilla Dr. Nicanor Villarosa	> Documents the entire conduct of the activity > Ensures availability of the photos for the participants > Coordinates with the Division Office PIO for social media posting > Drafts article for press release
Awards Committee	Suzette Onde Co-Chair: Melanie Mae Austero	Ellen Mayagma	> Prepares the following the Certificates for the Guests, participants and Working Committees > Prepares the Plaques > Prepares the cash prizes
Billboard Unveiling/ Logistics/ Transportation/ Handwashing Facility	Clint Arthur Tiu	Blanche dela Torre Dennis Chavez Mary Kathleen Valencia	>Gathers things needed for the activity from the different committees >Delivers materials needed before the day of the event >Arranges the schedule of van for the pick-up and drop off participants
Quiz Bowl	Janet Gaddi Co-Chairperson: Amalia Barot	Farren Leigh Yurong Melydith Baldado Ester Nuez Rosalie Enardecido	>Assists in the conduct of the Quiz Bowl >Serves as tabulators >Prepares the scoresheet >Registers the participants
NTD Dance Craze	Deanne Beth Manaban	Marydel Cadiente Mark Lester Amolo	>Assists in the conduct of the Quiz Bowl >Serves as tabulators >Prepares the scoresheet >Registers the participants

By the Authority of the Schools Division Superintendent:

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