



Republic of the Philippines  
**Department of Education**  
Caraga Region  
**SCHOOLS DIVISION OF SURIGAO DEL SUR**

DIVISION MEMORANDUM  
No. 780 , s. 2025

To: Education Program Supervisors  
Public Schools District Supervisors/District In-charge  
School Heads of Public Schools  
All Others Concerned

**PARTICIPATION OF SURIGAO DEL SUR DIVISION TO HANDOG NG PANGULO:  
SERBISYONG SAPAT PARA SA LAHAT" CARAVAN OF THE PROVINCE OF  
SURIGAO DEL SUR**

1. Pursuant to Department of Interior and Local Government (DILG) Memorandum Circular No. 2025-089 and Office of the Governor Executive Order No. 32 s. 2025 which mandates the participation of all line agencies including Department of Education in the simultaneous nationwide culminating event of "Handog Ng Pangulo: Serbisyong Sapat Para Sa Lahat" Caravan spearheaded by the Provincial Government Office in collaboration with Provincial DILG office on September 13, 2025, at Tandag City Gymnasium.
2. The activity is conducted to reaffirm the administration's commitment to deliver genuine and meaningful change to improve the delivery of services to the people - especially to the most vulnerable sectors of society.
3. Anent this, Alternative Learning System (ALS), Health and Nutrition (H &N) Section, Learning Resource Management System (LRMS) Section and Senior High School (SHS) Program of this division are hereby advised to participate in the activity and provide services to target beneficiaries. The services are as follows:
  - a. ALS- distribution of starter kits and livelihood training for ALS learners on Beads Making.
  - b. H & N- medical services which include but are not limited to medical check-up and BP monitoring.
  - c. LRMS- distribution of learner's and teachers' materials such as Bridging Primer II
  - d. SHS- provision of Nail Care and Massage Services
4. The participants of this activity are the education program supervisors, medical officers, nurses, librarian, district supervisors, district-in-charge, school heads, teachers and select SHS students who are involved in the activity. (Please refer to the attached travel authority.)

5. All teaching and non-teaching personnel attending the activity shall be granted with one-day service credit and/or compensatory time-off (CTO) based on the Updated Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2 s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees, respectively.
6. The meals, snacks, kits, materials, medicines, and other logistical needs of the activity including the travel and incidental expenses shall be charged against Division/school MOOE, ALS/IPED Program Support Funds or local funds whichever is applicable subject to usual accounting and auditing rules and regulations.
7. Immediate dissemination of this memorandum is desired.

**LORENZO O. MACASOCOL PhD, CESO V**  
Schools Division Superintendent

Encl.: As enclosed  
Reference: RA 7079, DO no. 94 s. 1992  
To be indicated in the Perpetual Index  
under the following subjects:

**PROGRAM                      CELEBRATIONS & FESTIVALS                      SCHOOLS**

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09/9/2025