



Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

10 July 2023

DIVISION MEMORANDUM

No. 34 s.2023

MAYOR'S NIGHT TECHNICAL WORKING GROUP (TWG)
MEETING AND PREPARATORY ACTIVITIES

TO:

Concerned CTD, SGOD and OSDS Personnel
Concerned School Heads and Teachers
Concerned Non-teaching Personnel
This Division

1. The field is hereby informed of the Mayor's Night Celebration on July 17, 2022, 6:00-10:00 PM at Cove Garden Resort, Cugman, Cagayan de Oro City. The purpose of this event is to welcome officials from different regions and facilitate networking, collaboration, and the exchange of ideas among key officials, stakeholders, and local authorities from the Department of Education (DepEd) and the local government unit (LGU) in line with the conduct of 2023 National Schools Press Conference and National Festival of Talent.

2. In order to ensure the success of this event, working committees are organized and preparatory activities are scheduled below:

DATE/VENUE	COMMITTEE/S	ACTIVITY
July 10-14, 2023 (8:00AM-5:00PM) @ Division LR Office	ICT/Videography & Photography	Coordination meeting Preparation of equipment, videos, and other ICT related works.
July 10-14, 2023 (8:00AM-5:00PM) @ 2 nd Floor Canteen	Program, Hosts, Production Choreographer, CDO Band, Performers, and ICT	Coordination meeting Rehearsals Preparation of costumes/props.
July 12-14, 2023 (8:00AM-5:00PM) @ Boracay Cottage, Division Office	Decoration Stage/Platform Table & Stage Skirting Ushers/Usherette/Garlands	Coordination meeting Preparation of décor materials, table clothes, garlands.
July 15-16, 2023 (8:00AM-5:00PM) @ Cove Garden Resort, Cugman	Production Choreographer, CDO Band, Performers, ICT, Decoration, Table & Stage Skirting Ushers/Usherette/Garlands	Rehearsals, Setting-up of Equipment, Decoration Set-up, and other necessary preparation

3. Enclosed is the list of the members of the different technical working groups/committees.

4. Attendance and involvement of all teachers in the TWG/working committees shall be granted with service credits, and compensatory time off (CTO) for non-



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teaching personnel within the period of the aforementioned events.

5. For queries, please coordinate with Dr. Jinky Arnejo, Overall Chair for the said event.
6. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
7. Immediate compliance with this Memorandum is desired.


ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: DM 305, s2023

To be indicated in the Perpetual Index
under the following subjects:

NFOT NSPC

JDP /DM- participation in the mayor's night
July 10, 2023



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Enclosure 1

Over-all Chairman: Roy Angelo E. Gazo
Schools Division Superintendent

Asst. Chairman: Audie S. Borres
Asst. Schools Division Superintendent

Planning Committee:
Rosalio R. Vitorillo
Chief, SGOD
Jean S. Macasero
OIC Chief, CTD

Technical Working Committees:
Chairman: Jinky M. Arnejo
Co-Chairman: Joel D. Potane

Committee	Chairman	Members
Program	Jinky Arnejo	Joel Potane January Valenzona
Hosts		Francis Damit Kristine Eblacas
Production Choreographer		Farah Ablanque
CDO Band	Ryan Boyd Pahapay	Gleven Chito Manaug Jairus John Gochuco Warvin Lee Abellanosa Rowel Caina Charlyn Delos Reyes Lady Mae Mendoza Ezra Mari Kionisala Zsydee May Peralta-Obliosca
ICT/Videography/Photography	James Robert Sijo	Al Stephen Lagumen Allan Guibone Patricio Sambaan Rodel Megollas Godfrey Anthony Serojales
Drone Operation	Janry Colonia	Rodel Megollas
Decoration, Table & Stage Skirting	Angelito Felisilda	Jennifer Espina Wennie Ruthsen Pilapil Eugene Baran Teresita Rara Jenny Tare Irish Tangara
Registration & Communication	Cynthia Yanez	Helen Lucman Juliet Dolero Evelyn Sumanda
Lights & Sound System	Ray Maghuyop	James Sijo
Stage/Platform Construction	Engr. Elly Mamaclay	Engineering Unit
Food Committee	Milagros Recamadas	Jennifer Espina Leonora Alinsub
Token/Giveaways, Prizes & Leigh	Shirley Merida	Margie Andrade Paraida Orangot



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Usher/Usherette/Garlands	Anita Gochuco	Carol Lorono Vanessa Martinez Hazel Joy Zambrano Kurt Celica Bacas Angel Vincent Torres
Medical Team	Mark Baldomero Meso	Jeane R. Joson Nathalie Famador Michelle Pabelic Yvone Gironella
Search for Ms/Mr Caribbean & Stars of the Night, & Parlor Games	Marife Ramos	Jerly Eluna



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