

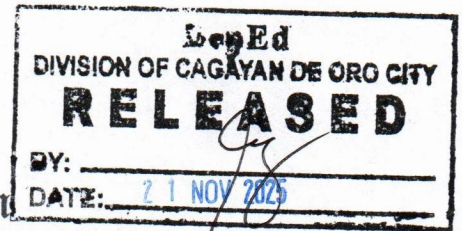


Republic of the Philippines
Department of Education

REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



18 Nov 2025

DIVISION MEMORANDUM

No. 1077 s.2025

PASKONG PINOY PREPARATION AND LIGHTING

TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
CID, SGOD, OSDS Personnel
All PESPA and DAPPSHI Personnel
This Division

1. In line with the upcoming Christmas season and in our continuing effort to promote a festive and culturally enriched atmosphere in the workplace, all division units are enjoined to participate in the Paskong Pinoy activity in their designated areas.

2. The following guidelines shall be observed:

Groups and Assigned Areas

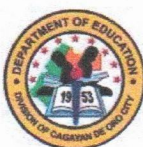
The following groups shall decorate their respective assigned areas:

- Curriculum Implementation Division (CID)
- Office of the Schools Division Superintendent (OSDS)
- School Governance and Operations Division (SGOD)
- PESPA
- DAPSSHI

3. Decoration Requirements

- Each group shall decorate one (1) assigned area.
- Theme: Paskong Pinoy (Filipino Christmas-inspired).
- Christmas lights to be used must be YELLOW and WHITE only.
- Creativity using traditional Filipino Christmas elements such as parol, native materials, and lights is highly encouraged.

4. Deadline: All decorations must be fully installed and completed on or before Friday, **November 28, 2025**.



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5. Important Reminders

- Ensure safety in the installation and use of lights and other materials.
 - Maintain cleanliness and orderliness in the area while decorating.
 - Division Office materials subject to Local Funds.
6. Your cooperation and creativity are greatly appreciated as we work together to make our Division Office festive, meaningful, and reflective of the Filipino Christmas spirit.
7. Please be informed as well that the Division Office Lighting Ceremony is scheduled on **December 1, 2025**.
8. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
9. This Office directs immediate and wide dissemination and compliance of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:

DM058-OSDS-PS-AVC / DIVISION PASKONG PINOY
November 18, 2025



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