



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

May 5, 2022

DIVISION MEMORANDUM

No. 145 s. 2022

**BUILDING ONE TEAM OSDS: EMBRACING THE COMMITMENT
TO THE MISSION OF SERVICE**

To : Assistant Schools Division Superintendents
Unit Heads of the Office of the Schools Division Superintendent
Personnel of OSDS Division
All Others Concerned

1. One of the Key Result Areas of the Schools Division Office is Human Resource Development. One of the objectives that falls under this KRA is the formulation of a Staff Development Plan and Welfare Programs for all direct reports. Included in the Staff Development Plan are the team building activities for the functional divisions and units to develop the values of teamwork, unity, camaraderie, and friendship resulting to good and harmonious relationship in the groups, productivity, and accomplishment of mandates.
2. The team building activity for the personnel of the Office of the Schools Division Superintendent is scheduled on May 26-27, 2022, at Klir Waterpark Resort and Hotels at Guiguinto, Bulacan.
3. The activity aims to:
 - 3.1 Develop the values of teamwork, unity, camaraderie, and friendship among the personnel of the Office of the Schools Division Superintendent
 - 3.2 Provide a venue for Team OSDS to appreciate one another and recognize one's contributions and commitment to the mission of service
4. Enclosed to this Memorandum are the following:
 - 4.1 Matrix of Activities
 - 4.2 Training Program Management Team
 - 4.3 Sub-Teams/Groups





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5. The participants include all the personnel of the following units of the OSDS Division:
- 5.1 OSDS
 - 5.2 OASDS
 - 5.3 Legal
 - 5.4 ICT
 - 5.5 Accounting
 - 5.6 Budget
 - 5.7 Administrative Office
 - 5.8 Personnel
 - 5.9 Records
 - 5.10 Cash
 - 5.11 Property and Supply
 - 5.12 General Services
 - 5.13 COA
6. Immediate and wide dissemination of this Memorandum is desired.


ZENIA G. MOSTOLES, EdD CESO V
Schools Division Superintendent

ASDS_RTQ
May 5, 2022





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Enclosure No. 1 to Division Memorandum No. 145, s. 2022

MATRIX OF ACTIVITIES

DAY 1 – May 26, 2022

TIME	ACTIVITY	PERSONNEL IN-CHARGE
8:00 – 8:30	Registration	OSDS and OASDS Secretaries
8:30 – 9:00	Opening Program	Administrative Office Josefina S. Pedroche AO V
	Inspirational Message	Zenia G. Mostoles, EDD, CESO V Schools Division Superintendent
9:00 – 12:00	Session 1: Team Building Activities	Klir Waterpark Resort Teambuilding Staff
12:00 – 1:00	LUNCH BREAK	
1:00 – 1:15	Energizer	ICT Unit and Legal Unit
1:15 – 2:00	Session 2: Let's Build In	Edgardo Macarasig EPS - ALS
2:00 – 3:30	Session 3: The Secrets of a Successful and United Organization for Efficacy and Stronger Bond	Cecilia E. Valderama, PHD ASDS
3:30 – 3:45	Snacks	
3:45 – 5:00	Session 4: Value Clarification and Synergy	Rowena T. Quiambao, CESE ASDS
5:00 – 6:00	Break	
6:00 – 8:00	Dinner	
8:00 – 10:00	Night Activity: Socials	Finance Team (Accounting Unit and Budget Unit) Agnes M. Seifnezhad Accountant III Alice A. Almazar AO IV, Budget Office





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DAY 2 - May 27, 2022

TIME	ACTIVITY	PERSONNEL IN-CHARGE
6:00 - 7:30	Breakfast	
7:30 - 8:30	Session 1: Morning Exercise, Zumba	Records Unit and Property and Supply Unit
8:30 - 9:00	Management of Learning/Opening Program	Personnel Unit Victoria O. Madrigal AO IV
9:00 - 12:00	Session 2: Group Games	Klirr Waterpark Resort Teambuilding Staff
12:00 - 1:00	LUNCH BREAK	
1:00 - 3:00	Session 3: Renewal of Commitment to the Mission of Service	SDS, ASDSs, AO V and Unit Heads
3:00 - 4:00	Closing Program	
4:00 - 5:00	Check out from the Hotel	





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Enclosure No. 2 to Division Memorandum No. 145 s. 2022

TRAINING PROGRAM MANAGEMENT TEAM

Overall Program Manager:	Rowena T. Quiambao, CESE Assistant Schools Division Superintendent
Assistant Program Manager:	Cecilia E. Valderama, PHD Assistant Schools Division Superintendent
Training Manager:	Marilene G. Ramos SEPS, HRDS
Assistant Training Manager:	Ma. Bella Fajardo EPS II, HRDS
Core Training Team Members:	Josefina S. Pedroche AO V
	Agnes M. Seifnezhad Accountant III
	Alice A. Almazar AO IV, Budget Unit
	Victoria O. Madrigal AO IV, Personnel Unit
	Raquel I. Climaco AO IV, Property and Supply
	Rona Jema R. Mercurio AO IV, Cash Unit
	Richard C. Biglete ITO
	Atty. Elmer D. Lopez Legal Officer





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QATAME Associates:

Marilou J. Patag (SEPS-SMME)
Cecilia E. Cruz (EPS-II-SMME)

Secretariat:

Maribel C. Cruz - ADAS III - OSDS
Maribel D. Enriquez - ADAS II-OASDS
Precilla A. Magpayo - ADA VI - OASDS

Resource Speakers:

Cecilia E. Valderama, PHD
ASDS

Rowena T. Quiambao, CESE
ASDS

Edgardo Macarasig
Education Program Specialist- ALS





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Enclosure No. 3 to Division Memorandum No. 145 s. 2022

GROUPS FOR THE TEAM BUILDING ACTIVITIES AND GAMES

RED TEAM	BLUE TEAM	YELLOW TEAM	GREEN TEAM
Zenia G. Mostoles	Cecilia E. Valderama	Rowena T. Quiambao	Josefina S. Pedroche
Elmer D. Lopez	Richard C. Biglete	Agnes M. Sheifnezhad	Alice A. Almazar
Victoria O. Madrigal	Rona Jema Mecurio	Raquel I. Climaco	Lorena P. Bodoso
Maribel D. Enriquez	Maribel C. Cruz	Precilla A. Magpayo	Crisanta Alfonso
Ivy Debhany S. Cabañal	Edros Gutierrez	Tristan Russ Valderama	Cecilia Protestante
Dave Lanz T. Tiglao	Dolores L. Santos	John Michael Martin	Jason Sanchez
Maria Perpetua Perez	Noel D. Salcedo	Rowell A. Reyes	Regine Dela Cruz
Nerissa Nicolas	Angelica M. Del Moro	Claire De Jesus	Rosalyn B. Dela Cruz
Maricel Perez	Ronalyn Paulino	Ma. Josefina Alincastré	Toby C. Alejandro
Ma. Angela Dionisio	Engelbert Torres	John Richard Tiongson	Shairo R. Centeno
Erwin A. De Guzman	Ericson T. Marquez	Juanito Santos	Karen Mineth Danganan
Vergel Bodoso	Marilyn D. Santos	Hana M. Hernandez	Loradel B. Pasco
Paula Nunag	Generosa DL. Roque	Camille Mallari	Marvin Laderas
Dan Harvey D. Castro	Ferlyn C. Clemente	Mary Jane P. Galang	Maybelyn R. Balite
Princess Elaine R. Diego	Remelyn Sulit	Mikee R. San Pedro	Jeffrey Gatuz
Candido Bello	Roberto Flores	Angelo C. San Diego	Francisco Salonga
Federico San Victores Jr.	Ronald G. Salvador	Condeimarís R. Batac	Jose Marie R. Marcelo
Eliazar Santos	Bienvenido Reyes, Jr.	Jose Levy G. Santos	Francis Owen B. Jaminal
Bianca Borlongan	Garry S. Salamat	Lloyd V. Cunanan	Fresly John M. Corpuz
Patrick James Santos	Melissa Rodriguez	Sixta A. Bernal	Kimberly Christine Mercado
Gelene Anne Santos	April Rose Roldan	Wella Patricia Fernando	Marietta C. Gonzales
Melody Regalado	Pauline H. Calayag	Kristine Joy Tico	Lady Grace Santos
Jun Grimaldo	Atty. Emilio A. Gonzales III	Melvin Rioveroz	Romel Cometa

