



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

December 4, 2023

SCHOOLS DIVISION MEMORANDUM
No. *502* s. 2023

DIVISION IMPLEMENTATION OF THE PROJECT - "DEPED'S 236,000 TREES - A CHRISTMAS GIFT FOR CHILDREN"

To: Assistant Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Memorandum No. 069 s. 2023 entitled "Guidelines on the Implementation of the Project - "DepEd's 236,000 Trees - A Christmas Gift for Children", the Schools Division of Bulacan through the Division Learner Formation Unit, shall conduct a simultaneous tree-planting activity in all public elementary and secondary schools in this Division on December 6, 2023 at 8:00 AM, with a program to be held at Norzagaray Elementary School, Norzagaray, Bulacan.
2. This activity aims to provide a unique educational opportunity for students to actively participate in tree planting activities, fostering a deeper understanding of environmental issues, and promoting conservation efforts. Through hands-on learning and practical application of environmental concepts, students will develop a strong sense of responsibility towards the environment.
3. Participants to this activity are twenty (20) learners from the Youth for Environment in School Organization (YES-O), and ten (10) teacher-advisers from all the DepEd public elementary and secondary schools in this Division.
4. The seedlings for the trees to be planted must be fruit-bearing trees, Philippine native species trees, or mangroves if the school selects a coastal area as a venue for the tree planting activity. If the DENR cannot provide the seedlings, schools with nurseries may use their own seedlings or they can request directly from their local City/Municipal Environment and Natural Resources.
5. Participants are encouraged to share pictures and videos of the said tree planting activity in the schools, or assigned areas outside the premises of the schools, on the schools' official Facebook accounts, and on their personal media platforms using the hashtag **#depedxmastrees**.



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6. After the tree planting activity, schools shall prepare a one-page report containing the details of the activity. The said report will indicate the name of the school which participated (including the name of District), the number of trees planted, the types or species of trees planted, and pictures of the activity. Please refer to Annex A of the attached DepEd Memorandum No. 069, s. 2023.
7. The report shall be sent by the schools to the DepEd Schools Division Office of Bulacan's designated email address **bulacan@deped.gov.ph** on or before December 12, 2023.
8. The DepEd Schools Division Office of Bulacan, through the Learner Formation Program Unit, shall compile the reports and submit them to the DepEd Regional Office 3 on December 18, 2023, which shall inform their regional counterparts at the Department of Environment and Natural Resources (DENR) by submitting the compiled reports no later than January 5, 2024.
9. The DENR Regional Offices shall be requested to issue certifications containing the total number of trees planted by the Department of Education in each region. DepEd Regional Directors shall be responsible for following up on the release of certifications for each of their regions.
10. The certifications and consolidated reports from each region shall be forwarded to the Office of the Secretary (OSEC), DepEd Central Office, for recording by January 15, 2024. The OSEC will forward the same to the Office of the Vice President as DepEd's contribution and participation in the Pagbabago: A Million Trees Campaign.
11. Expenses relative to the conduct of the said activity may be taken from the school's local funds, subject to the usual accounting and auditing rules and regulations.
12. It is expected that all participants shall observe the minimum health protocols in adherence to the guidelines set by the Inter-Agency Task Force for Emerging and Infectious Diseases (IATF-EID).
13. Attached with this Memorandum is the DepEd Memorandum No. 069, s. 2023 for the complete information regarding the said activity, and Enclosure No.1 (Matrix of Activity).
14. It is advised that this Memorandum shall be given wide dissemination and active participation is enjoined.


NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent



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Enclosure No. 1 to School Division Memorandum No. ____ s. 2023

Day/Time	Activity	In-Charge
7:30 AM - 8:00 AM	Registration Preliminaries	
8:00 AM	Singing of the Philippine National Anthem Opening Prayer	Engelbert S. Dela Cruz Project Development Officer I Division YES-O Coordinator
	Welcome Remarks	Cecilia E. Valderama, PhD Assistant Schools Division Superintendent
	Inspirational Message	Norma P. Esteban, EdD, CESO V Schools Division Superintendent
	Statement of Purpose	Cecilia S. Custodio, PhD Chief Education Program Supervisor – SGOD
	Tree Planting Proper	
	Evaluation of the Tree Planting Activity	Inah Marifaye M. Blanco Project Development Officer I Division Learner Formation Coordinator Engelbert S. Dela Cruz Project Development Officer I Division Learner Formation Coordinator Christian V. Dela Cruz Project Development Officer I Division Learner Formation Coordinator
	Closing Remarks	Zurex T. Bacay, PhD Assistant Schools Division Superintendent
	Photo Documentation	