



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF TUGUEGARAO CITY

May 21, 2021

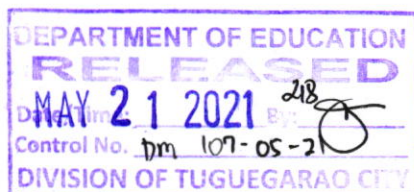
DIVISION MEMORANDUM

No. 107, s. 2021

TURNOVER OF DONATIONS FROM GROLIER INTERNATIONAL INC.

To: Assistant Schools Division Superintendent
Chiefs of Divisions
Public Schools District Supervisors
Public Elementary and Secondary School Heads

1. This office, through the Social Mobilization and Networking Unit, proudly announces that it has engaged **Grolier International Inc.** as one of its partners under the spirit of Adopt-A-School Program. As Grolier International is committed to be part of DepEd's provision of quality basic education to Filipino learners, it will donate books to all public elementary and secondary schools in our Division.
2. Anent to this, all school heads are hereby informed of the following schedules (see attached) for the accommodation of Grolier representatives who shall personally come for the distribution of books.
3. The schools, through the Adopt-A-School Program coordinator, should hold a simple turnover ceremony (see attached sample flow of the program) for documentation of both parties highlighting the signing of the Deed of Donation and Acceptance.
4. Immediate dissemination of this Memorandum is desired.




REYNANTE Z. CALIGUIRAN

Officer-In-charge

Office of the Schools Division Superintendent

Encl.: As stated

Reference: NONE

To be indicated in the Perpetual Index

under the following subjects: PARTNESHIPS RECOGNITION

/SGOD/gmd/emb/



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500

Telephone Nos.: (078) 844-7925; (078) 377-8805

Email Address: tuguegarao@deped.gov.ph

Website: depedtuguegarao.net

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As of: **July 2, 2018** Page: **1**



SDO TUGUEGARAO CITY
REVISED SCHEDULE OF TURNOVER PER SCHOOL
GROLIER INTERNATIONAL

DATE	SCHOOLS	TIME	# of teachers
May 24, 2021	SDO Turnover	1:00 pm	
May 25, 2021	Namabbalan Integrated School	8:30AM	36
	Dadda Elementary School	10:30AM	8
	Tagga-Dadda Elementary School	1:00PM	10
May 26, 2021	Gosi High School	8:30AM	45
	Gosi Elementary School	10:30AM	14
	Libag Integrated School	1:00PM	30
May 27, 2021	Capatan Integrated School	8:30AM	24
	Larion Alto Elementary School	10:30AM	8
	Larion Bajo Elementary School	1:00PM	13
May 28, 2021	Carig Norte Elementary School	8:30AM	8
	Carig Integrated School	10:30AM	41
	Pengue-Ruyu Elementary School	1:00PM	15
May 31, 2021	Tuguegarao Northeast Central School	8:30AM	51
	Linao National High School	10:30AM	71
	Linao Elementary School	1:00PM	43
June 1, 2021	Atulayan Elementary School	8:30AM	20
	Annafunan Integrated School	10:30AM	53
	Bagay Elementary School	1:00PM	29
June 2, 2021	Caritan Norte Elementary School	8:30AM	20
	Tuguegarao North Central School	10:30AM	73
	San Gabriel Elementary School	1:00PM	10
June 3, 2021	Tuguegarao City West High School	8:30AM	24
	Pallua Elementary School	10:30AM	16
	Buntun Elementary School	1:00PM	17
June 4, 2021	Cataggaman Pardo Elementary School	8:30AM	13
	Cataggaman Elementary School	10:30AM	49
	Cataggaman National High School - JR	1:00PM	35
	Cataggaman National High School - SR		15
June 7, 2021	Cataggaman Nuevo Elementary School	8:30AM	12
	Ugac Elementary School	10:30AM	17
	Tuguegarao West Central School	1:00PM	94
June 8, 2021	Balzain East Elementary School	8:30AM	16
	Tuguegarao East Central School	10:30AM	80
	Tuguegarao City Science High School	1:00PM	48
June 9, 2021	Cagayan National High School - JR	8:30AM	288
	Cagayan National High School - SR	10:30AM	123



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Sample Turnover Ceremony Program

Opening Prayer

National Anthem

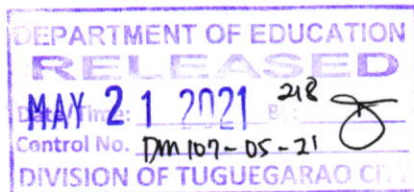
Opening Remarks

Details of Donation

Signing of the Deeds of Donation and Acceptance

Photo Opportunity

- Always observe health protocols by observing social distancing, wearing of face masks and face shields and presence of alcohols and other disinfectants in the venue.
- Open space (gymnasium) is most preferred.
- No posting of pictures on face book.



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As of:	July 2, 2018	Page:	3