



Republic of the Philippines
Department of Education
National Capital Region
SCHOOLS DIVISION OFFICE OF NAVOTAS CITY
Bagumbayan Elementary School Compound
M. Naval St., Sipac – Almacén, Navotas City



June 27, 2019

MEMORANDUM

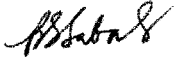
TO: MRS. JOJI R. FERNANDO
Principal
San Rafael Technological and Vocational High School

Attention: Ms. Sylvia M. Castillo
Mr. Kristofferson C. Ojeda
Mr. Marvin Y. Angeles



Attached is a copy of Regional Office Memorandum (ROP-2019-388) dated June 20, 2019, re: **Conduct of DepEd-NCR's Quarterly Employee Welfare Program with the theme "DepEd-NCR Fostering Work-life Balance through the Healthy Lifestyle and Work Habits, through the HRD-NEAP which will be held on June 28, 2019, 2:00-5:00 pm at DepEd -NCR's Conference Room.**

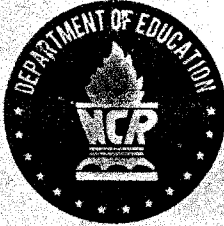
Particular attention is invited to paragraph 2 of the memorandum.


for **MELITON P. ZURBANO**
Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

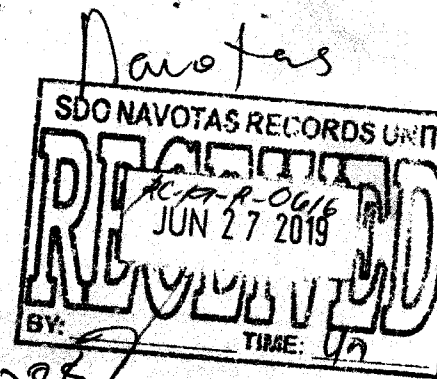


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Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON
(DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
(NATIONAL CAPITAL REGION)
Daang Misamis, Bago Bantay, Lungsod Quezon
(Misamis St., Bago Bantay, Quezon City)



ROP-2019-288

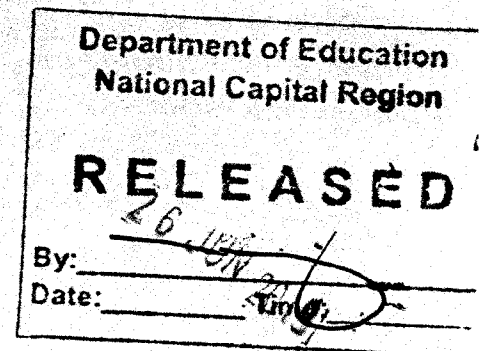
MEMORANDUM

TO : All RO Personnel
Schools Division Superintendents
Navotas City
Quezon City

FROM : TOLENTINO G. AQUINO
Schools Division Superintendent
OIC - Office of the Assistant Regional Director
Officer-in-Charge

SUBJECT : Conduct of DepEd-NCR's Quarterly Employee Welfare Program

DATE : June 20, 2019



In view of the far-reaching goal to heighten staff productivity level by fostering work-life balance for organizational gains, this Office through the **Human Resource Development Division - NEAP** shall conduct the above-stated activity scheduled on **June 28, 2019, 2:00-5:00 PM** at **DepEd-NCR Conference Hall**, with the theme: **"DepEd-NCR Fostering Work-Life Balance, through Healthy Lifestyle and Work Habits"**.

The highlight of this program will be the Health and Beauty Care Orientation and Demonstration to be facilitated by HRDD and Health and Nutrition Unit. Likewise, some selected teachers and students from identified Technical-Vocational Schools will be engaged and invited to this activity. It is requested that skeletal force per Functional Division/Unit shall be assigned for continuity of office operations. School heads of the invited teachers shall make the necessary arrangements to ensure that there will be no disruption of classes.

For further queries and other concerns, please contact **Dr. Felicino C. Trongco, Chief, HRDD-NEAP-NCR** at **929-4348, loc. 825/826** or via email: **neapncrhrdd@gmail.com**.

Snacks of the participants and other consumable expenses incurred in the conduct of the activity shall be borne by RO funds, while the transportation expenses of invited school personnel shall be charged against their local funds subject to existing accounting and auditing rules and regulations.

Immediate dissemination to the concerned is highly desired.

Department of Education
National Capital Region
HUMAN RESOURCE DEVELOPMENT DIVISION
National Educators Academy of the Philippines
Trailblazing towards Greater Heights!



DEPED-NCR EMPLOYEE WELFARE PROGRAM

June 28, 2019 | DepEd-NCR Conference Hall

Theme: "DepEd-NCR Fostering Work-Life Balance, through Healthy Lifestyle and Work Habits"

Indicative Program of Activities

Time	Activity	In-Charge
2:00 - 2:30 PM	Opening Program	
	I. Nationalistic Song:	HRDD-NEAP
	II. Prayer:	
	III. Acknowledgement of Participants:	Ms. Jennifer F. Vivas EPS, HRDD-NEAP
	IV. Welcome/Message:	Mr. Wilfredo E. Cabral OIC-Office of the Regional Director
	Mr. Alfredo G. Desamparo Jr. & Ms. Kimberly S. Arma Masters of Ceremonies	
2:30 - 2:40	Healthy Tips to a Happy and Enjoyable Life	Health and Nutrition Unit
2:40 - 2:50	Work-Life Balance	Ms. Jennifer F. Vivas EPS, HRDD-NEAP
		Mr. Alfredo G. Desamparo Jr. EPS II, HRDD-NEAP
2:50 - 3:00	Healthy Snacks	
	Health and Beauty Demonstration	
3:00 - 4:00	Shape Up: Healthy, Delectable & Budget-wise Recipes	Quirino High School Division of Quezon City
	• Siomai Moringa Making	Ms. Herminigilda A. Macariola
	• Pechay Relyeno	
	• Delightful Bars	Ms. Princess F. Aranda Mr. Jherome Obeda Aranillo Ms. Elenita Ebe
	• Veggie Fruit Juice	Ms. Rosalie B. Balbutan
4:00 - 4:10	Stress Buster: Back Massage Techniques	Quirino High School Division of Quezon City

		Ms. Liza B. Puti-an
4:10 - 4:45 (Simultaneous Activities)	Stress Buster: Hand and Shoulder Massage Techniques	Quirino High School Division of Quezon City Ms. Nida T. Jimenez Ms. Charmaine Glorina G. Tolosa Mr. Arnol L. Candare Ms. Melissa A. Natanauan Students: Dolmart R. Roca Darwin A. Dela Peña Irish B. Buscato Rowela Marie D. De Guzman Trisha Nicole Garcia
	Look fresh and beautiful: <ul style="list-style-type: none"> • Beauty Care • Make-up Tutorial 	San Rafael Technological and Vocational High School Division of Navotas City Ms. Sylvia M. Castillo Mr. Kristofferson C. Ojeda Mr. Marvin Y. Angeles
4:45 - 5:00	<u>Closing Program</u> I. Commitment Sharing II. Awarding of Certificates III. Closing Remarks: IV. Closing Prayer: Mr. Alfredo G. Desamparo Jr. & Ms. Kimberly S. Arma Masters of Ceremonies	

Encl.