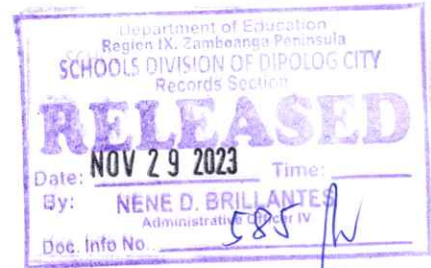




Republic of the Philippines
Department of Education
Region IX – Zamboanga Peninsula
SCHOOLS DIVISION OF DIPOLOG CITY



November 29, 2023

DIVISION MEMORANDUM

No. 585, s. 2023

DEPED'S 236,000 TREES – A CHRISTMAS GIFT FOR THE CHILDREN


To: ASST. SCHOOLS DIVISION SUPERINTENDENT
CHIEF, CURRICULUM IMPLEMENTATION DIVISION (CID)
CHIEF, SCHOOLS GOVERNANCE AND OPERATIONS DIVISION (SGOD)
PUBLIC SCHOOLS DISTRICT SUPERVISOR
YOUTH FORMATION SECTION/LEARNER FORMATION UNIT
DIVISION DRRM COORDINATOR
DIVISION PUBLIC AFFAIRS UNIT
ALL PUBLIC ELEMENTARY SCHOOL HEADS/PRINCIPALS
ALL PUBLIC SECONDARY SCHOOL HEADS/PRINCIPALS
This Division
All Other Concerned

1. Pursuant to the Regional Memorandum No. 615, s.2023, all Schools in Region 9 shall conduct a simultaneous **Tree Planting Activity on December 06, 2023**, this is a project of the Department of Education entitled **DepEd's 236,000 Trees – A Christmas Gift for the Children** where it aims to promote environmental preservation and instill environmental responsibility among Filipino Children.
2. Hence, this division shall spearhead the aforementioned activity where all public elementary and secondary schools shall also participate. Below are some of the guidelines for the simultaneous tree planting:
 - a. Five (5) to ten (10) trees shall be provided to each school which shall be sourced from the Dipolog City Environment and Natural Resources Office (CENRO), this will be facilitated by the Division Office;
 - b. Location of tree planting shall be within the school premises or within the area/lots owned by the school/DepEd;
 - c. The layout or plotting for the tree planting should consider any future school development plans;
 - d. Each tree planted should have a tree guard;
 - e. In the absence of spaces, schools may join neighboring schools with sufficient area for tree planting; and
 - f. The school head or administration shall be responsible in ensuring the “after-care” of the trees.
3. To ensure that classes will not be disrupted, the tree planting shall be asynchronous with the classes for the day. Participation shall be no more than 10 teachers/non-teaching personnel and not more than 20 learners.



Address: Purok Farmers, Olingan, Dipolog City
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Website: www.depeddipolog.net
Facebook: DepEd Tayo – Division of Dipolog City

4. The Schools Division Office (SDO) will identify one school which will be the host for the Division Level Ceremonial Tree Planting, separate advisory shall be released for the identified school and for the select division personnel who will also be joining.
5. Participants to this activity are requested to bring tree planting tools and materials, but with emphasis that there is no need to buy such tools and materials.
6. For purposes of documentation and reporting, schools are required for the following:
 - a. Simultaneous social media broadcast through **Facebook Live** using the official page of the schools with the hashtag **#depedxmastrees**;
 - b. Participants are also encouraged to share **photos or videos on their social media account** using also the same hashtag;
 - c. A **one-page report** shall be submitted to the SDO, using the prescribed template (see enclosure) in PDF, through the email address alan.chiu@deped.gov.ph not later than **December 12, 2023**.
7. For clarification and concerns regarding the details of this activity, contact or coordinate with ALAN D. CHIU, the Division DRRM Coordinator, at 0907-054-7070.
8. Immediate dissemination of this Memorandum is highly desired.


MA. LIZA R. TABILON, EdD., CESO V
 Schools Division Superintendent
 Office of the Schools Division Superintendent

Encl.: none

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

SGOD, DRRM	DENR
Schools	CENRO
Christmas Gift	Trees

ADC/20231129-DM-Trees
November 29, 2023



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