



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY

**DIVISION MEMORANDUM**

No. 379, s. 2023

OCT 06 2023

**DIVISION WELLNESS CAMP: FOCUSING ON THE SELF AND PRACTICING MINDFULNESS TO FOSTER PRODUCTIVE ORGANIZATIONAL DYNAMICS**

To: OIC - Asst. Schools Division Superintendent  
Chiefs, CID & SGOD  
Administrative Officer V  
All Others Concerned

1. Despite the organizations making a concerted effort to improve employee engagement, a recent study by Gallup (2023) found that nearly 85% of employees worldwide are still not engaged or are actively disengaged at work. Workplace issues such as occupational burnout, miscommunication, interpersonal conflict, work-life balance, and even workplace bullying, endanger the long-term viability of any organization. Employees are more likely to have negative thoughts when they are under pressure due to multiple deadlines, facing problems due to the impediments presented by a variety of duties, and having doubts about their capacity to accomplish the office's goals (Henion & Johnson, 2015).
2. The capacity to mute this inner critic and change self-delusion into self-awareness is therefore becoming more and more crucial. Considering this supposition, it is imperative to maintain a happy workforce by furthering a good environment that reduces the causes of disengagement caused by the aforesaid workplace concerns. This is where discussions on self-awareness, mindfulness, and personality development through team building exercises come into play.
3. It is on this premise that this Office, through the Human Resource Development Section, designed a three-day team-building activity for the division-based personnel titled **"Division Wellness Camp: Focusing on the Self and Practicing Mindfulness to foster Productive Organizational Dynamics"** which will be on **October 26-28, 2023**. The venue will be announced in a separate Memorandum.
4. At the end of the three-day activity, it is expected that the participants (see *Enclosure No. 1*) will be able to:
  - a. Understand the purpose and importance of Self-Awareness, Mindfulness, and Personality Development;
  - b. Demonstrate a willingness to practice mindfulness to achieve an enhanced capacity to relax, a stronger zest for life, and higher self-esteem;



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- c. Recognize that demonstrating self-awareness and an appealing personality feature contributes to a worker's efficiency in performing his or her office duty or functions;
  - d. Appreciate how values, beliefs, and worldviews work together to give our lives meaning, purpose, and clarity, and
  - e. Promote an encouraging work environment that thrusts a strong sense of belonging and is welcoming to all types of personnel.
5. The Matrix of the activity is attached as Enclosure No. 2 to this Memorandum.
6. The travel and other incidental expenses of the participants relative to the conduct of the activity are chargeable against the Division MOOE, subject to the availability of funds and the usual accounting and auditing rules and regulations.
7. In the conduct of this activity, the division-based personnel shall be provided with a Compensatory Time-Off (CTO) per CSC-DBM Joint Circular No. 1, s. 2015 titled "Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees."
8. It is understood that during the activity, there shall be no discrimination on account of age, gender, civil status, disability, religion, ethnicity, political affiliation, or any other similar factor or circumstance that runs counter to the principles of equal opportunity.
9. For questions regarding this communication, send SMS (text) or Messenger chat to Mr. Kean Von G. Yupraccio, EPS II – Human Resource Development Section, at 0916-634-5072 or @Kean Von Golez Yupraccio on Messenger, respectively.
10. Immediate dissemination of and compliance with this Memorandum are desired.

**MICHELL L. ACOYONG, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



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Enclosure No. 1 to Division Memo No. 379, s. 2023

**LIST OF PARTICIPANTS**

| Name of Personnel |                         |    | Office |
|-------------------|-------------------------|----|--------|
| 1. Acoyong        | Michell                 | L. | OSDS   |
| 2. Belleza        | Lea                     | C. | OSDS   |
| 3. Aliling        | Anjie                   | E. | OSDS   |
| 4. Biaco          | Gilbert                 | C. | OSDS   |
| 5. Brosoto        | Decca Marie             | F. | OSDS   |
| 6. Camparecio     | Kevin Jone              | D. | OSDS   |
| 7. Canson         | Edmund                  | J. | OSDS   |
| 8. Oyog           | Jane Marie              | C. | OSDS   |
| 9. Decena         | Aileen Shane            | E. | OSDS   |
| 10. Diagmel       | Jorel                   | J. | OSDS   |
| 11. Dionillo      | Sheryn                  | C. | OSDS   |
| 12. Ejar          | Rey Francis             | M. | OSDS   |
| 13. Enecino       | Hanah Grace             | S. | OSDS   |
| 14. Erabon        | Chris                   | G. | OSDS   |
| 15. Estampador    | Jezza Meir              | L. | OSDS   |
| 16. Gatoc         | Johanna                 | G. | OSDS   |
| 17. Gerales       | May Sharisse            | S. | OSDS   |
| 18. Gimotea       | Geraldine               | A. | OSDS   |
| 19. Granzo        | Raylin                  | A. | OSDS   |
| 20. Gualdrapa     | Meralie Mae             | B. | OSDS   |
| 21. Guiriba       | Berna Mae               | A. | OSDS   |
| 22. Hitalia       | Windy Rose              | C. | OSDS   |
| 23. Lirazan       | Eddielyn                | L. | OSDS   |
| 24. Lopez         | Dino Alexandrinos Xenos | M. | OSDS   |
| 25. Magdaet       | Arnold                  | S. | OSDS   |
| 26. Managuit      | Shandy Blair            | L. | OSDS   |
| 27. Menodiado     | Rey                     | T. | OSDS   |
| 28. Montoyo       | Sharon Rose             | L. | OSDS   |
| 29. Orcena        | Spencer                 | C. | OSDS   |
| 30. Otea          | Lyn Rose                | E. | OSDS   |
| 31. Otea          | Alfred                  | R. | OSDS   |
| 32. Pamposa       | Jose Jr                 | C  | OSDS   |



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|               |                      |    |      |
|---------------|----------------------|----|------|
| 33. Pantajo   | Salvacion Elcy       | C. | OSDS |
| 34. Peregrino | Sheila Marie         | T. | OSDS |
| 35. Pescadera | Nonielon             | P. | OSDS |
| 36. Poyogao   | Archiebal            | A. | OSDS |
| 37. Rufano    | Katherine Jo         | R. | OSDS |
| 38. Sailo     | Maria Karla Adrienne | D. | OSDS |
| 39. Toresis   | Janelyn Grace        | C. | OSDS |
| 40. Almaiz    | Analie               | V. | CID  |
| 41. Argamaso  | Jenelyn              | T  | CID  |
| 42. Bocol     | Mary Helen           | M. | CID  |
| 43. Dagunan   | Jacqueline           | B. | CID  |
| 44. Dayon     | Mary Joan            | G. | CID  |
| 45. De La Paz | Jesusa               | G. | CID  |
| 46. Erillo    | Rene                 | S. | CID  |
| 47. Esparar   | Junry                | M. | CID  |
| 48. Ganza     | Xyzette              | V. | CID  |
| 49. Gariando  | Jolly                | G  | CID  |
| 50. Lucerna   | Nemia                | T. | CID  |
| 51. Misamen   | Shiela Mae           | T. | CID  |
| 52. Nifras    | Eden Joy             | B. | CID  |
| 53. Otañez    | Marejah Rebecca      | M. | CID  |
| 54. Pabalinas | Saturnino            | T. | CID  |
| 55. Padilla   | Faustino             | T. | CID  |
| 56. Padios    | Marlon               | B. | CID  |
| 57. Peñaranda | Miguel               | G. | CID  |
| 58. Poyogao   | Romeo                | G. | CID  |
| 59. Qurit     | Larlin               | Q. | CID  |
| 60. Tabayag   | Blas                 | P. | CID  |
| 61. Valdez    | Emee Ann             | P. | CID  |
| 62. Verde     | Elvie                | R. | CID  |
| 63. Vingno    | Ann Yvonne           | B. | CID  |
| 64. Abello    | Cecilia              | G. | SGOD |
| 65. Ballentos | Aldrin               | T. | SGOD |
| 66. Barañao   | Noemi                | M. | SGOD |
| 67. Bendo     | Aldwin               | P. | SGOD |
| 68. Besas     | Arnie                | G. | SGOD |
| 69. Butanas   | Mary Jane            | H. | SGOD |



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|                   |             |    |      |
|-------------------|-------------|----|------|
| 70. Cadigal       | Jewelyn     | Q. | SGOD |
| 71. De Jesus      | Dexyll Garl | G. | SGOD |
| 72. De La Cerna   | Jonalyn     | A. | SGOD |
| 73. Emboltorio    | Rebonie     | F. | SGOD |
| 74. Garaygay      | Grennylyn   | P. | SGOD |
| 75. Gelsanao      | Amely Love  | C. | SGOD |
| 76. Gempison      | Julieta     | V. | SGOD |
| 77. Lucerna       | Eulyne      | D. | SGOD |
| 78. Lucerna       | Tristan     | P. | SGOD |
| 79. Moreño        | Vida Grace  | R. | SGOD |
| 80. Noquilla      | Raymond     | G. | SGOD |
| 81. Resano        | Rictee      | I. | SGOD |
| 82. Saquian       | Sheina      | S. | SGOD |
| 83. Sasuman       | Charity     | E. | SGOD |
| 84. Taladua       | Chelo       | D. | SGOD |
| 85. Tampico       | Gerald      | B. | SGOD |
| 86. Villavicencio | Eduard      | Q. | SGOD |
| 87. Yupracio      | Kean Von    | G. | SGOD |



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Enclosure No. 2 to Division Memo No. 379, s. 2023

**ACTIVITY MATRIX**  
October 26-28, 2023

| Time             | Activity   | Resource Person/s  |
|------------------|--|--|
| October 26, 2023 |  |  |
| 8:00 – 9:00      | Arrival/Registration   |  |
| 9:00 – 10:00     | Opening Program<br>Session 0:<br><br>Engagement and<br>Program Framework |  |
| 10:00 – 12:00    | Session 1:<br><br>The Self: Opening<br>Discussions                       | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 12:00 – 1:00     | Lunch  |  |
| 1:00 – 3:00      | Session 2:<br><br>Existential Questions                                  | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 3:00 – 4:00      | Session 3:<br><br>Signs and Symbols                                      | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 4:00 – 6:00      | Session 4:<br><br>Life Map   | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 6:00 – 7:30      | Dinner   |  |
| October 27, 2023 |  |  |
| 5:30 – 6:00      | Good Morning Exercise (Tai Chi)  |  |
| 6:00 – 7:20      | Breakfast  |  |
| 7:30 – 8:00      | Management of Learning   |  |
| 8:00 – 10:00     | Session 5: Personality:<br><br>A Preferred Way of<br>Behaving            | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |



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|                         |  |  |
|-------------------------|--|--|
| 10:00 – 12:00           | Session 6:<br>Values, Beliefs, and<br>Worldviews                         | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 12:00 – 1:00            | Lunch Break  |  |
| 1:00 – 3:00             | Cont. of Session 6:<br>Values, Beliefs, and<br>Worldviews                | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 3:00 – 4:00             | Session 7: Fitting In  | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 4:00 – 6:00             | Session 8: Group<br>Dynamics: Teams,<br>Conflict, and Stress             | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 6:00 – 7:00             | Dinner   |  |
| 7:30 – 10:00            | Social Night   |  |
| <b>October 28, 2023</b> |  |  |
| 5:30 – 6:00             | Good Morning Exercise (Zumba)  |  |
| 6:00 – 7:20             | Breakfast  |  |
| 7:30 – 8:00             | Management of Learning   |  |
| 8:00 – 10:00            | Cont. of Session 8:<br>Group Dynamics:<br>Teams, Conflict, and<br>Stress | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 10:00 – 12:00           | Session 9:<br>The Reality of Death                                       | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 12:00 – 1:00            | Lunch Break  |  |
| 1:00 – 3:00             | Session 10:<br>Coming Full Circle:<br>Closing Discussions                | <b>MICHELL L. ACOYONG, CESO VI</b><br>OIC- Schools Division Superintendent |
| 3:00 – 4:00             | Ways Forward<br>Closing Program  |  |
| 4:00 - onward           | Going Back to Station  |  |



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