



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

11 MAR 2021

DIVISION MEMORANDUM

No. 063, s. 2021

HEALTH ADVOCACY AND ACTIVITIES FOR SDO PERSONNEL

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Administrative Officer V
All Others Concerned

1. To further enhance the physical, emotional, mental and spiritual well-being of all personnel in the Schools Division Office of Kabankalan City, hereunder are the activities to be implemented every Tuesdays, and Thursdays as follows:

Tuesdays:	11:00am – 12:00nn 4:00pm – 5:00pm	Emotional & Mental Health Activities Spirituality in the Workplace
Thursdays:	4:00pm – 5:30pm	Physical Activities

2. All division personnel are encouraged to participate on the above-mentioned activities except to those with conflicting schedules due to urgent work assignments and reports and assigned by unit heads / division chiefs to cater frontline services.
3. All unit heads and division chiefs must make adjustments to ensure that frontline services is readily available to clients during these schedules.
4. For your guidance and strict compliance.

PORTIA M. MALLORCA PhD, CESO V
Schools Division Superintendent