



Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

April 7, 2025

DIVISION MEMORANDUM

No. 339 s. 2025

SPIRITUAL WELLNESS IN THE WORKPLACE FOR SDO CATANDUANES PERSONNEL

To: SGOD & CID CES and Personnel
 OSDS Unit Heads and Personnel
 All Others Concerned

- To enhance the spiritual wellness of personnel in the workplace and find time for self-reflection and life-redirection as a group, a Spiritual Wellness activity will be conducted for the SDO-Proper Personnel on April 12, 2025 at a venue to be announced later.
- The activity is a whole day group growth (learning and development) session to provide the SDO personnel an opportunity to learn, reflect and prepare themselves, individually and as a group, for a new work season. This will include sessions on improving spirituality in the workplace and maintaining connectivity with the Divine. The program will include the Sacrament of Reconciliation and Celebration of the Holy Eucharist for Catholic participants.
- The participants to the spiritual wellness session are:

OSDS (90)	CID (32)	SGOD (32)
Office of the SDS (4)	CID Chief (1)	SGOD Chief (1)
Office of the ASDS (3)	Education Program Supervisors (10)	EPS (1)
Legal Unit (2)	Public Schools District Supervisors (11)	SEPS (4)
IT Unit (4)	EPS II (2)	EPS II (3)
Accounting Office (19)	Librarian (1)	Planning Officer (1)
Budget Office (2)	PDO (1)	YFD PDO (2)
Administrative Office (4)	Office Staff (6)	HNU (11)
Cash Unit (3)		EF Unit (4)
Supply Office (3)		Office Staff (5)
HR Unit (18)		
Records Office (5)		
Security Personnel (8)		
Utility (7), Drivers (2)		
COA (6)		

- Those who are unavailable during the day of the activity are requested to write the OIC-SDS why they cannot attend the activity. Attendance to group growth sessions shows employee commitment and is among the bases for recommendation to learning and development opportunities in the future.
- Since the activity falls on a Saturday, Compensatory Overtime Credit (COC) will be provided to the participants.
- Expenses related to this activity shall be charged to Division MOOE, subject to relevant Accounting and Auditing rules and regulations.
- Compliance to this memorandum is desired.

By Authority of the OIC-Schools Division Superintendent:

DELFIN A. BONDAD

OIC-Assistant Schools Division Superintendent



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