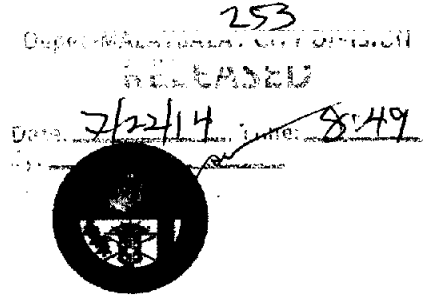




Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Corner Don Carlos – Guingona Sts. Malaybalay City  
Telefax # 088-81-2894, E-mail add: [depedmlyblycity@yahoo.com](mailto:depedmlyblycity@yahoo.com)



July 18, 2014

**MEMORANDUM**

**TO:** Alberto V. Berondo- School Principal I of San Jose Elementary School  
Zelda T. Arceno - School Principal I of Mabuhay & Panamucan Elem. Schools  
Ricky Barcena - School Principal I of Magsaysay Elementary School  
Carlos G. Rara - School Principal II of Linabo Central Elementary School  
Jesus V. Muring Ph.D.- School Principal II of Managok Elementary School.  
Mary Fe Gumayao- School Principal I of New Ilocos Elementary School  
Evelyn L. Salem - Elem. School Head Teacher I of Lalawan Elem. School  
Paul O. Orong - Secondary School Principal II of Managok NHS  
Elson D. Dahilog - Secondary School Head Teacher of San Jose NHS – Annex  
Gemma Maramba- OIC, Lalawan NHS – Annex  
Wendy O. Egoy Ph.D.- District ALS Coordinator, West District  
Norma L. Manubag- District ALS Coordinator, East District

**Thru: The Public Schools District Supervisors**

**Pariso L. Orong - Secondary School Principal IV, Bukidnon National High School**

**From:**   
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent

**Subject: Submission of Narrative Reports with pictures re: Distribution of school supplies and materials sponsored by the BTIPC and DOLE to the identified child laborers as recipients enrolled in some of the schools.**

1. You are hereby directed to submit a **Narrative Report with pictures re: Distribution of school supplies and materials** you have received last May 22, 2014 at The Gardens' Party Venue sponsored by the Bukidnon Tripartite Industrial Peace Council (BTIPC) and Department of Labor and Employment (DOLE), Province of Bukidnon to the identified child laborers as recipients enrolled in the above-mentioned schools on or before **July 23, 2014 (Wednesday)**.

2. It is advised that concerned School Heads of the recipient schools (Elem. and Sec.) shall submit the above-cited report along with the **recipient's complete name (child laborers and their parent's names)** per DOLE instruction via mobile phone call for urgent submission to the Regional Office.
  
3. Suggested template (below) may/shall be followed.

Name of the School: \_\_\_\_\_ District:  
 \_\_\_\_\_

Name of the Recipient Child Laborers			Grade Level	Complete Name of his/her Parent	Name/Description of School Supplies and Materials received	Quantity Received per item/material	Signature of the recipient
First Name	Middle Name	Last Name					

4. For guidance and compliance.