



Republic of the Philippines  
Department of Education  
REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

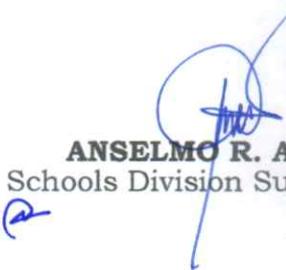
No. 797, s. 2025

02 DEC 2025

**PARTICIPATION IN THE 448TH FOUNDING ANNIVERSARY  
AND EMPANADA FESTIVAL OF THE CITY OF BATAC**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
SDO Employees  
All Public and Private School Heads  
All Others Concerned

1. The City Government of Batac will celebrate the 448th Founding Anniversary and Empanada Festival of the City of Batac starting 08 December 2025, with various festival activities and commemorative activities spearheaded by the Local Government Unit (LGU).
2. In support of the city's cultural, historical, and tourism programs, and consistent with the Department's commitment to strengthening school-community partnerships, all public elementary and secondary schools in this Division are enjoined to participate in the activities identified for DepEd, as indicated in Enclosure No. 1: Schedule of Activities, Participants, and Instructions to Participants. The participation of all concerned schools, offices, and personnel listed therein is expected, and they shall ensure their full and active involvement in the said activities.
3. Teachers and non-teaching personnel who are required to render services in connection with the above-cited activities on holidays, weekends, or beyond regular office hours may be granted appropriate Vacation Service Credits (for teachers on teachers' leave basis) or Compensatory Overtime Credit/Compensatory Time-Off (for qualified personnel), subject to existing DepEd, CSC-DBM, and other relevant guidelines, and upon proper authorization and submission of required documents.
4. For information and guidance.

  
**ANSELMO R. ALUDINO**

Schools Division Superintendent

Encl.: As stated

Reference: None

To be included in the Perpetual Index

Under the following subject:

CELEBRATIONS

SGOD/dro/ 25032 Participation to City Fiesta

 SDCB RECORDS UNIT

2519551



DepEd Batac City



batac.city@deped.gov.ph



www.csdbatac.com

Asuncion Street, 16-S Quiling Sur,  
City of Batac, Ilocos Norte  
Telephone No.: (077) 677-1993

**Enclosure 1.** Schedule of Activities, Participants, and Instructions to Participants

**A. Thanksgiving Mass**

Date	:	December 8, 2025, 8:00 a.m.
Venue	:	Immaculate Concepcion Parish
Participants	:	SDO Personnel Public School Heads (Elementary and Secondary)
Instructions	:	Attendees from the SDO shall wear the navy blue GAD shirt.  School heads shall wear a white MATATAG shirt or any white DepEd collared shirt.

**B. Lights Parade**

Date	:	December 8, 2025, 6:00 p.m.
Venue	:	City Proper
Participants	:	<p><b>Paraders</b></p> <p>1. Fritz Gerald Dela Cruz - Colo-Mabaleng ES 2. Juliet M. Laforga - Camandingan ES 3. Joseph C. Quilal-lan -RES 4. Rubbie Jane R. Flojo-CBNHS Rayuray 5. Mike D. Pagdilao- CBNHS Poblacion 6. Miramar P. Cruz- Baoa ES 7. Divine Jessica P. Camiring - Dariwdiw ES 8. Caryn V. Ragudo- San Mateo ES 9. Michelle M. Ranga- Parangopong ES 10. Karl Patrick Nitura - HVMES 11. Kristine M. Putulan- CUMAPIT ES 12. Shana Rylle Mae P. Rivera – Baoa East ES 13. Kevin Patrick P. Ronduen- Magnuang ES 14. Chester M. Tacmo- GARSHS 15. Marilen C. Andres- PQPES 16. Jaesette Ann Pothimon- BMMES 17. Vincent Jude A. Malunao-CAMES 18. Nollan M. Guillermo-Tabug ES 19. Tibelda Alarise M. Cabansag - MMMES 20. Shela Grace Battulayan – Sumader ES 21. Jay James Tagata- Baay ES 22. Renato R. Quiocho Jr. - Maipalig-Quiom ES 23. Jerrymi I. Cabulisan- CBNHS PAYAO 24. Joe Marvin T. Calderon-Baligat ES 25. Merlie Olalo - BNHS 26. Joel Aribuabo-Bil-loca ES 27. Darelle Joy M. Taclan -Biningan ES 28. Henessy C. Mata - Payao ES 29. Lourielye I. Almazan - NCES</p> <p><b>Performance and Choreography:</b> Lead: Jayson Dela Cruz Assistant: John Paul Pagdilao</p> <p><b>Creative and Production Team:</b> Team Lead: Zindie Mae C. Hibaya Assistant: Steve John R. Bautista 1. Angelica D. Obiano 2. Mark Lester Domingo</p>

	3. Gerardo Mario Manligot 4. Froilan Matutino 5. Sonny Augustino Fiesta 6. Gilbert Caluya 7. Kyle Balmilero 8. Jenny May P. Gumtang 9. Kristel Jhoy M. Arcega 10. Janinah Grace C. Morota 11. Mark Lester B. Gudoy 12. Deonabel L. Baptista 13. Jean Marie M. Vicente 14. Jodhel L. Penera 15. Maribel S. Tutaan 16. Ralph Jayson T. Sonico 17. Haydee B. Aguibitin 18. Carmelo F. Bautista 19. Diane M. De Guzman 20. Maricel N. Sonico 21. Renalyn A. Rodrigo 22. Rich Sheena Mae M. Pascua 23. Matson Jun T. Piniera 24. Agnes A. Bicera 25. Claire Jasmine P. Cacatian 26. Melpha L. Tabunan 27. Rojanie J. Sacubo 28. Lauraine Kier B. Panluceno 29. Marinel T. Saguiguit 30. Rocelle Grace S. Pitiquen 31. Jojo H. Bonot 32. Jayvie B. Suilen 33. Myla Nikka Paino 34. Charlene Christelle Malubay 35. Donald Q. Vicente 36. Maria Cecilia A. Sangalang 37. SELECTED STUDENTS 38. Selected School Utility Workers
Instructions	The schedule of practices and production will be announced through the group chat.

#### C. Educators' Night

Date	:	December 10, 2025, 6:00 p.m.
Venue	:	Front Activity Area of Imelda Cultural Center
Participants	:	All Teaching and Non-Teaching Personnel of the Division
Instructions	:	A separate memorandum shall be issued relative to the conduct of this activity.

#### D. Civic Military Parade

Date	:	December 14, 2025, 3:00 p.m.
Venue	:	City Proper
Participants	:	All Teaching and Non-Teaching Personnel of the Division
Instructions	:	Attendees are requested to be at the assembly area 30 minutes before the start of the activity.  The attire for SDO personnel will be the old Monday uniform.

	<p>For school personnel, the attire may be either the old or new uniform, at the discretion of the school, provided that all personnel wear the same attire.</p> <p>All employees are reminded to observe the proper dress code and decorum expected of public/government employees and must wear closed shoes; rubber shoes are not allowed.</p> <p>Schools are encouraged to use minimal hand props to make the parade livelier.</p>
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#### **E. Empanada Street Pageantry**

Date	:	December 18, 2025, 1:00 p.m.
Venue	:	City Proper
Participants	:	<p>SDO Personnel Public School Heads (Elementary and Secondary) School AO IIs ALS Teachers</p> <p>Choreographers: Mr. Ryan B. Ramos Dr. Joeffrey C. Bataan</p>
Instructions	:	<p>Attendees are requested to arrive at the assembly area 30 minutes before the start of the activity.</p> <p>Details on the attire will be announced through the group chat.</p>