

Department of Education

Region XII Schools Division Office of Tacurong City

April 3, 2025

DIVISION MEMORANDUM

CID-2025- **045**

REITERATION ON THE CONDUCT OF THE K TO 12 BASIC EDUCATION PROGRAM END-OF-SCHOOL-YEAR RITES 2024-2025

To: Assistant Schools Division Superintendent CID and SGOD Chiefs
Education Program Supervisors
Public and Private Elementary and
Secondary School Heads
All Others Concerned

- 1. Pursuant to DO 009, s. 2024 titled Implementing Guidelines on the School Calendar and Activities for the School Year 2024- 2025, the school year shall end on April 15, 2025. Thus, the End-Of-the-School-Year Rites shall be any of the dates from April 14-15, 2025.
- 2. Guidelines relative to the conduct of End-of-School-Year Rites are articulated in DO No. 027, s. 2025 as reiterated in Regional Memorandum CLMD-2025-078 for reference.
- 3. The theme of the SY 2024-2025 EOSY rites shall be **Henerasyon ng Pagkakaisa: Kaagapay sa Bagong Pilipinas (Generation of Unity: Partners for the New Philippines).** The theme underscores the importance of unity and collective efforts in achieving a stronger and brighter future, emphasizing the crucial role of the current generation in supporting one another and working together toward a new and progressive Philippines.
- 4. Early conduct of the EOSY rites is allowed only either on April 12 or April 13, 2025. Schools that intend to conduct the activity after April 15, 2025 are required to seek approval from the Regional Director with reasons/justifications for the late conduct of the activity.
- 5. The following provisions stipulated in DO 009, s. 2023, titled An Order Updating Implementing Guidelines on the Annual Conduct of the K to 12 Basic Education Program End-Of-School-Year Rites, are hereby reiterated:
 - a. Graduation and Moving Up Ceremonies shall be simple yet meaningful. While these rites mark a milestone in the lives of the learners, these should be conducted without excessive spending, extravagant attire or extraordinary venues.
 - Non-academic projects articulated in **DO 66**, s. 2017, titled **Implementing Guidelines on the Conduct of Off-Campus Activities** such as attendance to field trips, film showing, JS Promenade and other





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Department of Education

Region XII Schools Division Office of Tacurong City

school events should not be imposed as requirements for graduation or completion.

- c. For public schools, expenses relative to the activity shall be charged against the School's Maintenance and Other Operating Expenses (MOOE), subject to existing guidelines. No DepEd personnel shall be allowed to collect any kind of contribution or fee for the Graduation/Moving-up Ceremonies in accordance with the provision of DO 19, s. 2008, Implementation of No Collection Policy in All Public Elementary and Secondary Schools.
- d. The format of the certificate of completion and diploma shall be in accordance with Enclosure 1, pages 44-46 of DO 031, s. 2019 titled The Department of Education Service Marks and Visual Identity Manual.
- e. All DepEd Officials (including third-level officials), teaching, and nonteaching personnel are prohibited from engaging in any electioneering or partisan political activity in relation to the forthcoming National and Local Elections pursuant to DO 048, s. 2018 titled Prohibition on Electioneering and Partisan Political Activity", and DO 047, s. 2022 titled Promotion of Professionalism in the Implementation and Delivery of Basic Education Programs and Services and its amendments through DO 049, s. 2022.
- 6. All learners including transferees, who have met the standards, criteria, and guidelines set in **DO 36**, s. 2016 titled **Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program** shall be recognized.
- 7. To ensure the safety and protection of learners, teachers, and attendees, schools are advised to hold their EOSY Rites in indoor venues with proper ventilation or covered courts to avoid exposure to the extreme heat of the sun. Schools shall avoid holding their EOSY Rites during the time of the day when temperatures are at their highest.
- 8. The following protocols in the conduct of the EOSY rites shall be observed:
 - a. No posting of streamers/tarps welcoming the presence/attendance of DepEd officials.
 - b. No giving of leis to DepEd guests/officials
 - c. Guest/School Officials shall be allocated seats on the left/right side fronting the stage.
- 9. For a smooth flow of the EOSY rites, refer to the following enclosures for guidance and reference:

Enclosure 1: Parts/sequence of the program for Moving Up/Graduation Ceremony





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Department of Education

Region XII Schools Division Office of Tacurong City

Enclosure 2: Templates for Presentation/Confirmation of Candidates for Completion/Graduation

Enclosure 3: Number of School Days

Enclosure 4: Assignment of Division Office Personnel during the End-of-

School-Year Rites 2024-2025

Enclosure 5: Schools Recommended for the Regional Personnel during EOSY

Rites for School Year 2024-2025

10. Immediate dissemination and compliance with this memorandum are desired.

GILDO G. MOSQUEDA, CEO VI

Schools Divisions Superintendent

Enclosure: As stated

Reference: DepEd Order No. 009, s. 2024

DepEd Order No. 027, s. 2025 Regional Memorandum-2025-078

Allotment: None

To be indicated in the Perpetual Index under the following subjects:

GRADUATION PROGRAMS
KINDERGARTEN EDUCATION
ELEMENTARY EDUCATION
JUNIOR HIGH SCHOOL EDUCATION
SENIOR HIGH SCHOOL EDUCATION

ARGA/CID/ REITERATION ON THE CONDUCT OF THE K TO 12 BASIC EDUCATION PROGRAM END-OF-SCHOOL-YEAR RITES 2024-2025/APRIL 3, 2025







Department of Education

Region XII Schools Division Office of Tacurong City

Enclosure No. 1 to Division Memorandum CID-2025- 045

GRADUATION CEREMONY

(Grade 6 and Grade 12)

I. Processional

II. Singing of the Philippine National Anthem

 This may be sung in a cappella or with accompaniment following the standard measure.

III. Prayer

• The prayer should be reflective and represent the diversity of learners.

IV. Hymns (These may be sung in a cappella or with accompaniment following the standard measures)

- Regional Hymn
- Sultan Kudarat Hymn
- Tacurong Hymn
- CSDT Hymn

V. Welcome Address

- This shall be delivered by the learner with Performance or Academic Award in Grade 6 and Grade 12 with Highest or High Honors selected by the committee with the approval of the School Head.
- This shall be delivered in not more than 5 minutes.

VI. Opening Message

 This shall be delivered by the School Head/ Asst. School Head in not more than 5 minutes. Message shall focus on the significance of the ceremony, school's academic performance and achievements, roles of the stakeholders in promoting quality learning outcomes.

VII. Messages

- DepEd Secretary
- Regional Director
- Schools Division Superintendent

VIII. Presentation of the Candidates for Graduation

This shall be done by the School Head





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Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



Department of Education

Region XII Schools Division Office of Tacurong City

IX. Confirmation of the Graduates

- This shall be done by the Highest DepEd Official present or his/her duly representative.
- If there is no DepEd Official present during the ceremony, the confirmation of Candidates for Graduation shall be done by the School Head, while the presentation of Candidates for Graduation shall be done by the Asst. School Head, or teacher with the highest designation or position.

X. Distribution of Certificates/Diplomas

 This shall be done by the Schools Division Superintendent or his/her representative to be assisted by the School Principal, Asst. Principal and the Teacher Adviser.

XI. Awarding of Honors

• This shall be alphabetically called following this sequence: Highest Honors, High Honors, With Honors.

XII. Appreciation Message

- This shall be delivered by a graduate with Academic Excellence Award selected by the committee in-charge of the ceremony with the approval of the school head.
- The message shall be delivered not more than 5 minutes.
- This part may highlight stories of success and triumphant experiences of the learners, their families, school and the communities.

XIII. Introduction of the Guest Speaker

• The Learner with Highest Honors or High Honors shall introduce the Guest Speaker for not more than 3 minutes.

XIV. Keynote Message

 This shall be delivered by an Alumnus/Alumna who can give inspiration/motivation to the graduates with his/her success/achievements in life. The message shall not be more than 15 minutes.

XV. Pledge of Loyalty

 This shall be led by a graduate with academic Excellence Award or With Honors with the approval of the School Head and Graduation Committee Members.

XVI. Graduation Song





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Department of Education

Region XII Schools Division Office of Tacurong City

XVII. Closing Message

• This shall be delivered by the School Head for not more than 10 minutes. Message shall focus on congratulating the graduates and parents, acknowledgement of the stakeholders and making announcement on the upcoming school activities.

XVIII. Recessional





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Department of Education

Region XII Schools Division Office of Tacurong City

MOVING -UP CEREMONY

(Kindergarten and Grade 10)

I. Processional

II. Singing of the Philippine National Anthem

 This may be sung in a cappella or with accompaniment following the standard measure.

III. Prayer

 The prayer should be reflective and represent the diversity of learners.

VI. Hymns

- (These may be sung in a cappella or with accompaniment following the standard measures)
 - Regional Hymn
 - Sultan Kudarat Hymn
 - Tacurong Hymn
 - CSDT Hymn

V. Welcome address

• This shall be delivered by the learner with Performance or Academic Award in Kindergarten and Grade 10 with Highest or High Honors selected by the committee with the approval of the School Head. This shall be delivered in not more than 5 minutes.

VI. Opening Message

• This shall be delivered by the School Head/ Asst. School Head in not more than 5 minutes. Message shall focus on the significance of the ceremony, school's academic performance and achievements, roles of the stakeholders in promoting quality learning outcomes.

VI. Messages

- DepEd Secretary
- Regional Director
- Schools Division Superintendent

VII. Presentation of the Candidates for Graduation

This shall be done by the School Head.





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Department of Education

Region XII Schools Division Office of Tacurong City

VIII. Confirmation of the Graduates

• This shall be done by the Highest DepEd Official present or his/her duly representative. If there is no DepEd Official present during the ceremony, the confirmation of Candidates for Graduation shall be done by the School Head, while presentation of Candidates for Graduation shall be done by the Asst. School Head, or teacher with the highest designation or position.

IX. Distribution of Certificates/Diplomas

 This shall be done by the Schools Division Superintendent or his/her representative to be assisted by the School Principal, Asst. Principal and the Teacher Adviser.

X. Awarding of Honors

• This shall be alphabetically called following this sequence: Highest Honors, High Honors, With Honors.

XI. Introduction of the Guest Speaker

• The Learner with Highest Honors or High Honors shall introduce the Guest Speaker for not more than 3 minutes.

XII. Keynote Message

 This shall be delivered by an Alumnus/Alumna who can give inspiration/motivation to the graduates with his/her success/achievements in life. The message shall not be more than 15 minutes.

XIII. Pledge of Loyalty

 This shall be led by a graduate with academic Excellence Award or With Honors with the approval of the School Head and Graduation Committee Members.

XIV. Graduation Song

XV. Closing Message

This shall be delivered by the School Head for not more than 10 minutes. Message shall focus on congratulating the graduates and parents, acknowledgement of the stakeholders and making announcement on the upcoming school activities.

XVI. Recessional



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Department of Education

Region XII Schools Division Office of Tacurong City

Enclosure No. 2 to Division Memorandum CID-2025- 045

ELEMENTARY SCHOOLS

PRESENTATION OF CANDIDATES FOR COMPLETION

(KINDERGARTEN)

Good	Morning/Afternoon	Sir/Madam,	as	the	School	Head/I	Principa	1 of
	,	Ι,				(Name	of S	chool
Head/F	Principal) have the ho	onor to present	to y	ou the	candid	ates for c	ompleti	on of
	garten for School							
	girls with a tota							
submit	ted in my office, I h	ave found that	t the	y have	e satisfa	ctorily co	mpleted	i the
require	ments for Kinderga	rten. I theref	ore	certify	that 1	these car	ndidates	s for
comple	tion have fully satisf	ied the require	men	ts pres	scribed	by the De	epartme	nt of
Educat	ion under the Kinder	garten Curricu	lum.	Mada	m/Sir, t	hey are n	ow read	ly for
your co	nfirmation.							

CONFIRMATION OF COMPLETION

(KINDERGARTEN)





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Department of Education

Region XII Schools Division Office of Tacurong City

PRESENTATION OF CANDIDATES FOR GRADUATION

(GRADE 6)

Good	Morning	/Afternoon	Sir/Mad	dam,	as	the	School	Head/I	Principal	of
	0.		I,					(Name	of Sc	hool
Head/ Schoo numb found theref	Principal) I Year 2024 er of that they ore certify	have the hold-2025, com. After scribave satisfied that these secribed by	onor to proposed of rutiny of factorily of the candidates.	the recompl	to yo boy quiren eted for gr	ou the ys and ments the re radua	candida d s submittequireme tion hav	tes for great girled in my nts for great g	raduations with a soffice, I largeraduations satisfied	n for total have on. I the
Currio	culum. Mac	dam/Sir, the	ey are no	w read	dy for	your	confirma	ation.		
		CON	FIRMAT	ION O	F GR	RADU	ATION			
				GRAD						
By vir	tue of the	authority (name/po	vested in sition)	me a	as the	e duly De	authori partmen	zed repre	esentativ Educat	re of tion,





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Department of Education

Region XII Schools Division Office of Tacurong City

SECONDARY SCHOOLS

PRESENTATION OF CANDIDATES FOR COMPLETION

(GRADE 10)

Good	Morning/A	Afternoon	Sir/Madam,	as	the	School	Head/I	Principal	of
			Ι,				_(name	of Sc	hool
Head/	Principal) h	ave the ho	onor to present	t to y	ou the	candida	ates for c	completio	n of
School	Year 2024-	2025, com	posed of	bo	ys and	1	girl	s with a	total
numbe	er of	After sc	rutiny of the re	quire	ments	submitt	ed in my	office, Il	nave
found	that they h	have satis	factorily compl	leted	the re	equireme	nts for c	completio	n. I
therefo	ore certify	that these	e candidates	for c	omple	tion hav	e fully	satisfied	the
require	ements pres	scribed by	the Departme	ent of	Educ	ation ur	nder the	Junior I	High
School	Curriculun	n. Madam	/Sir, they are r	now r	eady fo	or your c	onfirmati	ion.	

CONFIRMATION OF COMPLETION

(GRADE 10)





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Department of Education

Region XII
Schools Division Office of Tacurong City

PRESENTATION OF CANDIDATES FOR GRADUATION

(GRADE 12)

Good	Morning/Afternoon						
submi require have f	Principal) have the hold Year 2024-2025, congregated in my office, I have the required the Senior High Schomation.	onor to present imposed of (spe al number of have found that i. I therefore cer uirements pres	to you	ou the liffere: Afte y hav hat th d by	candidant strander scrutine satisfactionese candithe Department	tes for graduls) y of the requetorily complidates for grantment of E	nation for boys and tirements leted the raduation aducation
	COM	FIRMATION C		RADU	ATION		
SOCC presen satisfa prescr Gradu	tue of the authority	sition) of Schools Division fied by the Schools requirements on the School of School o	the n of School of the n, I no	Tacu I He Senice Sow con	epartment rong Cit ad/Princt or High S nfirm you nool Year	t of Eory, and have ipal that yellow Curried in School Curried in Senior High 2024-2025.	ducation, ing been ou have culum as gh School





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Department of Education

Region XII Schools Division Office of Tacurong City

Enclosure No. 3 to Division Memorandum CID-2025- 045

ACTUAL NUMBER OF SCHOOL DAYS FOR SCHOOL YEAR 2024-2025

Months	Number of School Days as per DO 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities	National and Local Holidays	Number of Actual School Days
July	3		3
August	20	21- Ninoy Aquino Day 26- National Heroes Day	20
September	21	16- Muslim Holiday (Maulid-Un-Nabi) 18-Cityhood Anniversary (Talakudong Festival-Local Holiday)	19
October	23		23
November	20	1-All Saints Day (Special Non-working Holiday) 30-Bonifacio Day (Regular Holiday) 22-Kalimudan Festival (Local Holiday)	19
December	15	19-Shariff Kabunsuan Day	14
January	21	1-New Year's Day 29-Chinese New Year	20
February	19	25-People Power Anniversary (Declared as Special Working Holiday)	19
March	21	31-EO # 60, s. 2025 from the Office of the Prov. (Local Holiday)	20
April	10	1-Eidul Fitar 9-Araw ng Kagitingan	10
Total	173 Days	<u> </u>	167 Days





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Department of Education

Region XII Schools Division Office of Tacurong City

Enclosure No. 4 to Division Memorandum CID-2025- 045

ASSIGNMENT OF DIVISION OFFICE PERSONNEL DURING THE END-OF-SCHOOL-YEAR RITES FOR SCHOOL YEAR 2024-2025

NO.	SCHOOL	ACTIVITY	DATE/TIME	ASSIGNED DIVISION PERSONNEL
1.	Amado Fernandez Sr.	Moving Up	April 14, 2025/8:00am/AFSCS Gym	Rona N. Tacot
	Central School	Graduation	April 15, 2025/8:00am/AFSCS Gym	Arlene Rosa G. Arquiza
2.	Pedregosa-Acosta	Moving Up	April 11, 2025/7:00am/PAES Gym	Leonora R. Po
	Elementary School	Graduation	April 11, 2025/1:00pm/PAES Gym	Sheryll A. Moradas
3.	Tina Elementary School	Moving Up	April 14, 2025/7:00am/TES Gym	Agnes G. Muyco
		Graduation	April 14, 2025/9:30am/TES Gym	Agnes G. Muyco
4.	San Emmanuel Elementary	Moving Up	April 14, 2025/7:00am/Brgy. San	Liza P. De Luna
	School		Emmanuel Gym	
		Graduation	April 15, 2025/7:00am/Brgy. San	Agnes G. Muyco
			Emmanuel Gym	
5.	Casilda P. Venus Elementary	Moving Up	April 14, 2025/8:00am/CPVES Gym	Jonald S. Cadiao
	School	Graduation	April 14, 2025/8:00am/CPVES Gym	Jonald S. Cadiao
6.	San Rafael Elementary	Moving Up	April 14, 2025/7:30am/SRES Gym	Ma. Dianne Joy R. Dela Fuente
	School	Graduation	April 14, 2025/7:30am/SRES Gym	Ma. Dianne Joy R. Dela Fuente
7.	Victorina P. Dasmariñas	Moving Up	April 14, 2025/7:00am/D' Ledesma Gym	Ernie P. Pama
	Elementary School	Graduation	April 14, 2025/7:00am/D' Ledesma Gym	Ernie P. Pama





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Department of Education

Region XII Schools Division Office of Tacurong City

NO.	SCHOOL	ACTIVITY	DATE/TIME	ASSIGNED DIVISION PERSONNEL
8.	New Isabela Central	Moving Up	April 11, 2025/8:00am/Tacurong City Gym	Rona N. Tacot
	Elementary School	Graduation	April 11, 2025/1:00pm/Tacurong City Gym	Mary Ann C.Umadhay
9.	Kalandagan Elementary School	Moving Up	April 14, 2025/8:00am/Kalandagan Elem. School Gym	Mohani A. Paguital
		Graduation	April 14, 2025/1:00pm/Kalandagan Elem. School Gym	Mayflor D. Romualdo
10.	J. Hector Lacson Elementary	Moving Up	April 14, 2025/7:30am/School Gym	Leonora R. Po
	School	Graduation	April 14, 2025/1:00pm/School Gym	Randy E. Porras
11.	Maria Bayya Elementary	Moving Up	April 14, 2025/6:00am/School Gym	Jonel G. Solomon
	School	Graduation	April 14, 2025/9:30am/School Gym	Jonel G. Solomon
12.	Maria A. Montilla Memorial	Moving Up	April 14, 2025/8:00am/School Gym	Frank T. Nawal, Jr.
	Elementary School	Graduation	April 14, 2025/1:00pm/School Gym	Frank T. Nawal, Jr.
13.	Dr. Manuel J. Griño	Moving Up	April 14, 2025/7:30am/DMGMCS Gym	Julius D. Celetaria
	Memorial Central School	Graduation	April 14, 2025/1:00pm/DMGMCS Gym	Julius D. Celetaria
14.	Buenaflor Elementary School	Moving Up	April 14, 2025/7:30am/BES Gym	Bernard F. Antolo
		Graduation	April 14, 2025/7:30am/BES Gym	Bernard F. Antolo
15.	New Lagao Elementary	Moving Up	April 14, 2025/7:30am/New Lagao ES Gym	Glenda P. Orcinado
	School	Graduation	April 14, 2025/7:30am/New Lagao ES Gym	Glenda P. Orcinado
16.	Abang-Suizo Integrated School	Moving Up- Kinder	April 14, 2025/7:30am/School Gym	Jennifer Claire Tayag
		Moving Up- Grade 10	April 15, 2025/8:00am/School Gym	Glenda P. Orcinado
		Graduation	April 14, 2025/1:30pm/School Gym	Rona N. Tacot





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Department of Education

Region XII
Schools Division Office of Tacurong City

NO.	SCHOOL	ACTIVITY	DATE/TIME	ASSIGNED DIVISION PERSONNEL
17.	San Antonio Elementary School	Moving Up	April 14, 2025/7:30am/San Antonio ES Gym	Junaflor R. Sucaldito
		Graduation	April 14, 2025/7:30am/San Antonio ES Gym	Junaflor R. Sucaldito
18.	Josue Alcasid Central	Moving Up	April 14, 2025/7:30am/JACS Gym	Vivien O. Lima
	Elementary School	Graduation	April 14, 2025/1:00pm/JACS Gym	Vivien O. Lima
19.	Jose V. Lagon Sr. Elementary School	Moving Up	April 14, 2025/7:00am/Brgy. Upper Katungal Gym	Janice P. Suboc
		Graduation	April 14, 2025/1:00pm/Brgy. Upper Katungal Gym	Janice P. Suboc
20.	Rajah Muda Elementary School-Main	Moving Up	April 14, 2025/1:00pm/Brgy. Rajah Muda Gym	Rona L. Bred
		Graduation	April 14, 2025/1:00pm/Brgy. Rajah Muda Gym	Rona L. Bred
21.	Rajah Muda Elementary	Moving Up	April 14, 2025/7:30am/RMES-Beam Gym	Rona L. Bred
	School-Beam	Graduation	April 14, 2025/7:30am/RMES-Beam Gym	Rona L. Bred
22.	Lancheta Magallon	Moving Up	April 15, 2025/1:00pm/LMES Gym	Bernard F. Antolo
	Elementary School	Graduation	April 15, 2025/1:00pm/LMES Gym	Bernard F. Antolo
23.	Elisa P. Bernardo Memorial	Moving Up	April 14, 2025/7:30am/EPBMES Gym	Sheryll A. Moradas
	Elem. School-Main	Graduation	April 14, 2025/1:00pm/EPBMES Gym	Joseph R. Pilotos
24.	Elisa P. Bernardo Memorial Elementary School-Beam	Moving Up	April 14, 2025/8:00am/EPBMES-Beam Gym	John G. Bayugos
		Graduation	April 14, 2025/8:00am/EPBMES-Beam Gym	John G. Bayugos
25.		Moving Up	April 14, 2025/8:00am/LPES Gym	Joseph R. Pilotos





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Department of Education

Region XII Schools Division Office of Tacurong City

Lourdes Pama Elementary School Tacurong Pilot Elementary School Apolinario S. Bernardo National High School	Moving Up Graduation Completion Graduation	April 14, 2025/8:00am/LPES Gym April 14, 2025/3:00pm/Tacurong City Gym April 15, 2025/1:00pm/Tacurong City Gym April 15, 2025/7:30am/Brgy. Baras Gym	Joseph R. Pilotos Mary Ann C. Umadhay Arlene Rosa G. Arquiza Julius D. Celetaria
School Apolinario S. Bernardo National High School	Graduation Completion	April 15, 2025/1:00pm/Tacurong City Gym	Arlene Rosa G. Arquiza
Apolinario S. Bernardo National High School	Completion		
National High School		April 15, 2025/7:30am/Brgy. Baras Gym	Julius D. Celetaria
<u> </u>	Graduation		ounus D. Celetana
TO ' 1 N.F. 1 NT 1' 1 TT' 1	OI COCCUOIT	April 15, 2025/1:00pm/Brgy. Baras Gym	Julius D. Celetaria
Rajah Muda National High	Completion	April 14, 2025/8:00am/RMNHS Gym	Ivy P. Lamintao
School	Graduation	April 14, 2025/8:00am/RMNHS Gym	Ivy P. Lamintao
San Emmanuel National	Completion	April 13, 2025/7:30am/Tacurong City Gym	Bernard F. Antolo
High School	Graduation	April 13, 2025/7:30am/Tacurong City Gym	Bernard F. Antolo
Tacurong National High	Completion	April 12, 2025/7:00am/Tacurong City Gym	Randy E. Porras
School	Graduation	April 14, 2025/7:30am/Tacurong City Gym	Arlene Rosa G. Arquiza
Virginia F. Griño Memorial	Completion	April 14, 2025/7:00am/VFGNHS Gym	Mary Ann C. Umadhay
National High School	Graduation	April 15, 2025/7:00am/VFGNHS Gym	Joseph R. Pilotos
Upper Katungal National	Completion	April 15, 2025/8:00am/UKNHS Gym	Ma. Dianne Joy R. Dela Fuente
High School	Graduation	April 15, 2025/8:00am/UKNHS Gym	Ma. Dianne Joy R. Dela Fuente
San Pablo National High	Completion	April 14, 2025/8:00am/Brgy. San Pablo	Zenaida B. Porras
School		Gym	
	Graduation	April 14, 2025/8:00am/Brgy. San Pablo	Zenaida B. Porras
	Rajah Muda National High School San Emmanuel National High School Tacurong National High School Virginia F. Griño Memorial National High School Upper Katungal National High School San Pablo National High	Rajah Muda National High School San Emmanuel National High School Tacurong National High School Virginia F. Griño Memorial National High School Upper Katungal National High School Graduation Upper Katungal National High School Graduation Completion Graduation Graduation Completion Graduation Graduation Completion Graduation Completion Graduation Graduation Completion Graduation Completion Graduation Completion Graduation Completion Graduation Completion	Rajah Muda National High School Graduation April 14, 2025/8:00am/RMNHS Gym April 14, 2025/8:00am/RMNHS Gym April 14, 2025/8:00am/RMNHS Gym April 14, 2025/8:00am/RMNHS Gym April 13, 2025/7:30am/Tacurong City Gym April 13, 2025/7:30am/Tacurong City Gym April 12, 2025/7:30am/Tacurong City Gym April 12, 2025/7:00am/Tacurong City Gym April 14, 2025/7:30am/Tacurong City Gym April 14, 2025/7:30am/Tacurong City Gym April 14, 2025/7:00am/VFGNHS Gym April 15, 2025/7:00am/VFGNHS Gym April 15, 2025/7:00am/VFGNHS Gym April 15, 2025/8:00am/UKNHS Gym April 15, 2025/8:00am/UKNHS Gym April 15, 2025/8:00am/UKNHS Gym April 14, 2025/8:00am/Brgy. San Pablo Gym





Address: Alunan Highway, Poblacion, Tacurong City 9800 **Telephone Numbers:** (064)-562-4880; 0919-065-6425



Department of Education

Region XII Schools Division Office of Tacurong City

Enclosure No. 5 to Division Memorandum CID-2025- 045

SCHOOLS RECOMMENDED FOR THE REGIONAL PERSONNEL DURING THE END-OF-SCHOOL-YEAR RITES FOR SCHOOL YEAR 2024-2025

NO.	SCHOOL	ACTIVITY	DATE/TIME/VENUE	ASSIGNED DIVISION PERSONNEL
1.	VF Griño Memorial National	SHS Graduation	April 14, 2025/7:00am/VFGMNHS	Grace Patrice M. Mondragon
	High School		Gym	EPS-QAD
2.	Ma. Montilla Memorial	Grade 6	April 14, 2025/1:00pm/School Gym	Louella L. Jabido
	Elementary School	Graduation		EPS-QAD
3.	Abang-Suizo Integrated School	Grade 6	April 14, 2025/1:30pm/School Gym	Cynthia G. Diaz
		Graduation		EPS-CLMD

Note: The Schools concerned shall extend the necessary assistance to the RO Personnel and ensure their safety and security during the activity and during their travel.





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Email: tacurong.city@deped.gov.ph

Website: depedtacurong.org



Department of Education

SOCCSKSARGEN REGION

21 Mar 2025

REGIONAL MEMORANDUM CLMD-2025-078

GUIDELINES FOR THE 2025 END OF SCHOOL YEAR RITES

To: Schools Division Superintendents

- 1. With reference to DepEd Order (DO) No. 009, s. 2024 titled Implementing Guidelines on the School Calendar and Activities for SY 2024-2025, SY 2024-2025 shall end on April 15, 2025. Thus, the End of School Year (EOSY) Rites shall be any of the dates from April 14-15, 2025.
- 2. The theme of the SY 2024-2025 EOSY rites shall be "Henerasyon ng Pagkakaisa: Kaagapay sa Bagong Pilipinas (Generation of Unity: Partners for the New Philippines.) The theme underscores the importance of unity and collective efforts in achieving a stronger and brighter future, emphasizing the crucial role of the current generation in supporting one another and working together toward a new and progressive Philippines.
- 3. This office allows earlier conduct of the EOSY rites only either on April 12 or April 13, 2025. Schools that intend to conduct their rites after April 15, 2025 are required to seek approval of the regional director with reasons or justifications for the late conduct of the activity.
- 4. The Department of Education reiterates the following policies:
 - a. Graduation and Moving Up Ceremonies should be simple yet meaningful. While these rites mark a milestone in the lives of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venues.
 - b. Non-academic projects articulated in **DO No. 66, s. 2017**, *entitled Implementing Guidelines on the Conduct of Off-Campus Activiti*es such as attendance to field trips, film showing, JS Promenade and other school events should not be imposed as requirements for graduation or completion.
 - c. For public schools, expenses relative to the activity shall be charged against the school's Maintenance and Other Operating Expenses (MOOE), subject to existing guidelines. No DepEd personnel shall be allowed to collect any kind of contribution or fee for the Graduation/Moving-up Ceremony.
 - d. The format of the certificate of completion and diploma must be in accordance with Enclosure 1, pages 44 to 46 of DO No. 31, s. 2019, entitled The Department of Education Service Marks and Visual Identity Manual.
 - e. Guidelines on awarding of honors to learners from Grade I to 12 as stipulated in **DO No. 36**, s. 2016, entitled Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program shall be followed; and







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- f. DO No. 48, s, 2018 titled Prohibition of Electioneering and Political Partisan Activity is enforced.
- 5. DepEd SOCCSKSARGEN also sets the following protocols in the conduct of the EOSY rites:
 - a. No posting of streamers/tarps welcoming the presence/attendance of DepEd Officials
 - b. No giving of leis to DepEd guests/officials
 - c. Guest/school officials shall be allocated seats on the left/right side fronting the stage.
- 6. For a smooth flow of the EOSY rites, refer to the following enclosures for guidance and reference:
 - Enclosure 1: Parts/sequence of the program for Moving Up/Graduation Ceremony
 - Enclosure 2: Templates for Presentation/Confirmation of Candidates for Completion/Graduation
 - Enclosure 3: Assignment of RO personnel who shall represent the Regional Director in the EOSY rites.
- 7. For the information and guidance of all concerned.

where i family

Digitally signed by Rocafort Carlito Dalisay Adobe Acrobat Reader version: 2023 006 20380

CARLITO D. ROCAFORT
Director IV

Enclosures: As stated

References: DO No. 66, s. 2017; DO No. 31, s. 2019; DO No. 36, s. 2016

DO No. 48, s. 2018

Allotment: None

To be indicated in the <u>Perpetual Index</u> under the following subjects:

CEREMONY GRADUATION SCHOOL

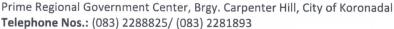
LBM/CLMD/RM- GUIDELINES FOR THE 2025 END OF SCHOOL YEAR RITES





081/March 21, 2025





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Enclosure 1 to Regional Memorandum CLMD-2025-078: Parts/Sequence of the Program

MOVING UP CEREMONY

(Kindergarten and Grade10)

Parts of Program

I. Processional

II. Singing of the Philippine National Anthem

• This may be sung acapella by all in attendance or with accompaniment following the standard measure.

III. Prayer

• The prayer should be reflective and representative of the diversity of the learners of the school.

IV. Regional Hymn

This may be sung in acapella or with accompaniment.

V. Other hymns sung in local ceremonies supported by local/executive order

VI. Welcome Address

- This shall be delivered by the learner with Performance Award for Kindergarten/Grade 10 or Academic Excellence Award selected by the committee in-charge of the ceremony with the approval of the school head.
- This shall be delivered in not more than 5 minutes.

VII. Opening Message

- This shall be delivered by the School Head/Assistant Principal/Department Head/Teacher in **not more than 5 minutes**.
- This part shall focus on the significance of the ceremony, the school's academic performance and achievements and the role of the community in promoting quality basic education as an impact of partnership and shared governance.

VIII. Messages

- DepEd Secretary
- Regional Director
- Schools Division Superintendent

Note: Only one (1) of the three (3) messages shall be read/delivered. The duly authorized representative of the RD/SDS shall read his message.

IX. Presentation of the Candidates for Completion

• This shall be done by the School Head.







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X. Confirmation of the Completers

 \bullet This shall be performed by the highest DepEd Official present or his/her duly authorized representative.

Note: If there is no DepEd official from SDO, RO and CO during the ceremony, the Confirmation of Completers shall be done by the school head, while the Presentation of Candidates for Completion shall be done by the teacher with the highest designation/position.

XI. Distribution of the Certificates of Completion

The school shall devise a scheme to maximize the utilization of time in the distribution of certificates especially for schools with large number of completers

XII. Awarding of Honors

• The announcement of honors shall be in alphabetical order following this sequence – Highest Honors, High Honors, With Honors

XIII. Introduction of the Guest Speaker

- The introduction shall focus on the personal and academic background of the guest speaker and to highlight his/her major accomplishments in life.
- This shall be done in **not more than 2 minutes** by a teacher or Master of Ceremony.

XIV. Inspirational Message

- This shall be delivered by an invited successful alumna/alumnus/partner/sponsor.
- The message shall be done in **not more than 15 minutes**.

XV. Singing of a Song of Celebration and Thanksgiving

• The song shall be properly sung with harmony by the completers

XVI. Closing Message

- This shall be delivered by the School Head in not more than 10 minutes.
- The School Head shall wrap-up the ceremony, inspire parents to continue supporting the education of their children, acknowledge and thank stakeholders' contribution and support.

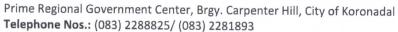
XVII. Recessional

Note: Only the completers, DepEd personnel and officials, guests, and colors/flag bearers (when available) shall be joining the processional and recessional.









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GRADUATION CEREMONY

(Grades 6 and Grade 12)

Parts of Program

I. Processional

II. Singing of the Philippine National Anthem

• This may be sung in acapella or with accompaniment following the standard measure.

III. Prayer

• The prayer should be reflective and representative of the diversity of the learners of the school.

IV. Regional Hymn

• This may be sung in acapella or with accompaniment.

V. Other hymns sung in local ceremonies supported by local/executive order

VI. Welcome Address

- This shall be delivered by the learner with Performance Award for Grade 6/Grade 12 or Academic Excellence Award selected by the committee in-charge of the ceremony with the approval of the school head.
- This shall be delivered in not more than 5 minutes.

VII. Opening Message

- This shall be delivered by the School Head/Assistant Principal/Department Head/Teacher in **not more than 5 minutes.**
- This part shall focus on the significance of the ceremony, the school's academic performance and achievements and the role of the community in promoting quality basic education as an impact of partnership and shared governance.

VIII. Messages

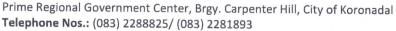
- DepEd Secretary
- Regional Director
- Schools Division Superintendent

Note: Only one (1) of the three (3) messages shall be read/delivered. The duly authorized representative of the RD/SDS shall read his message.









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IX. Presentation of the Candidates for Graduation

• This shall be done by the School Head

X. Confirmation of the Graduates

• This shall be performed by the highest DepEd Official present or his/her duly authorized representative.

Note: If there is no DepEd official from SDO, RO and CO during the ceremony, the Confirmation of Graduates shall be done by the school head, while the Presentation of Candidates for Graduation shall be done by the teacher with the highest designation/position

XI. Distribution of Certificates/Diplomas

The school shall devise a scheme to maximize the utilization of time in the distribution of diplomas especially for schools with large number of graduates.

XII. Awarding of Honors

• The announcement of honors shall be in alphabetical order following this sequence – Highest Honors, High Honors, With Honors.

XIII. Appreciation Message

- This shall be delivered by a graduate with Academic Excellence Award selected by the committee in-charge of the ceremony with the approval of the school head.
- The message shall be delivered in **not more than 5 minutes**.
- This part may highlight stories of success and triumphant experiences of the learners, their families, school, and the communities.

XIV. Introduction of the Keynote Speaker

- The introduction shall focus on the personal and academic background of the speaker and to highlight his/her major accomplishments in life.
- This shall be done in **not more than 2 minutes** by a teacher or Master of Ceremony.

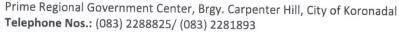
XV. Keynote Message

- This shall be delivered by an **invited Alumnus/Alumna** who can provide inspiration to the graduates with his/her success and achievements in life after his/her stint with the school.
- The message shall be delivered in not more than 15 minutes.









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XVI. Pledge of Loyalty

• This shall be led by a graduate with Academic Excellence Award selected by the committee in-charge of the ceremony with the approval of the school head.

XVII. Graduation Song

• This part shall be a musical celebration reflective of the success of the entire class in learning. The song shall be of their choice and shall be properly sung to reflect the quality of education and experiences of the learners.

XVIII. Closing Message

- This shall be delivered by the School Head in not more than 10 minutes.
- The School Head shall wrap-up the ceremony, inspire parents to continue supporting the education of their children, acknowledge and thank stakeholders' contribution and support, and make announcements on upcoming school-related activities.

XIX. Recessional

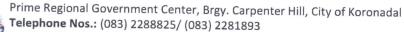
Note:

• Only the graduates, DepEd personnel and officials, guests, and colors/flag bearers (when available) shall be joining the processional and recessional.









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Enclosure 2 to Regional Memorandum CLMD-2025-078

ELEMENTARY SCHOOLS

PRESENTATION OF CANDIDATES FOR COMPLETION

(KINDERGARTEN)

Good	Morning/Afternoon!				Head/Principa l head/Principal)	
requir compl for cor of Edu	onor to present to you to be sed of boys and rements submitted in eted the requirements mpletion have fully saturation under the Kindur confirmation.	he candidates f girls with my office, I he for completion tisfied the requ	or com a tot ave for I there iremer	apletion of So al of und that th refore certify ats prescribe	chool Year 2024-2 After scrutiny of ey have satisfact that these candidated by the Depart	2025, f the torily dates ment
	CON	FIRMATION O				
By vir	tue of the authority v				ized representati tment of Educa	
been satisfa	SKSARGEN Region/Sepresented and duly cactorily completed the ribed by the Departm	chools Division ertified by the e requirements	of _ Schools of the	ol Head/Pri he Kinderga	, and hancipal that you arten Curriculum	aving have n as

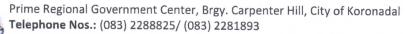
Completers of _____ (school) for School Year 2024-2025. You are now

eligible to receive your certificate of completion. Congratulations!









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PRESENTATION OF CANDIDATES FOR GRADUATION

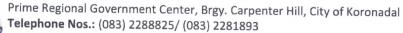
(Grade 6)

Good	Morning/Afternoon!					
the he	, l	1	_ (name	of school	head/Principal) l	nave
the ne	onor to present to you t	ne candidates to	r gradua	ition of Sc	hool Year 2024-2	025,
compo	osed of boys and	girls with	a total	of	After scrutiny of	the
requir	rements submitted in	my office, I ha	ve found	1 that the	ey have satisfacte	orily
compl	leted the requirements	for graduation.	I therefo	re certify t	that these candid	ates
for gra	aduation have fully sat	tisfied the requi	rements	prescribe	d by the Departn	nent
of Edu	acation under the Elem	entary Curricul	um. Mad	lam/Sir, ti	hey are now ready	y for
your c	confirmation.					
	CON	FIRMATION OF	GRADU	ATION		
		(Grade				
		,	,			
By vir	tue of the authority v	ested in me as (name/position	the duly	y authoriz ie Depart	zed representativ ment of Educat	e of









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Department of Education

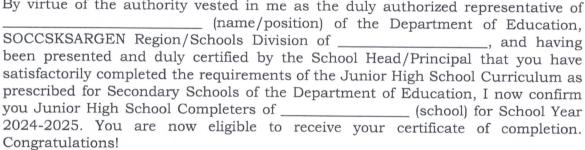
SOCCSKSARGEN REGION

> SECONDARY SCHOOLS

PRESENTATION OF CANDIDATES FOR COMPLETION

(Grade 10)

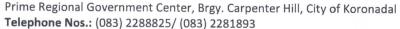
Good	Morning/Afternoon!						
	, I		(na	ame c	of school	head/Princing	all have
requir compl for cor of Edu	onor to present to you the osed of boys and rements submitted in leted the requirements mpletion have fully saturation under the Junifor your confirmation.	ne candidates for girls with my office, I has for completion. The circle of the requirements of the requirements of the requirements.	or con a to ave fo I ther ireme	npleti etal of ound refore ents p	ion of Sch f A that the e certify to prescribed	nool Year 202 After scruting y have satis hat these car d by the Dep	4-2025, y of the factorily indidates partment
	CONI	FIRMATION O	F COI	MPLE	CTION		
		(Grade	10)				
By vir	tue of the authority v	ested in me as (name/positio					











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Department of Education

SOCCSKSARGEN REGION

PRESENTATION OF CANDIDATES FOR GRADUATION

(Grade 12)

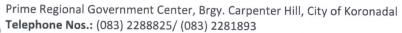
Good	Morning/Afternoo	n! Sir/	Madam,	as	the	School	Head/	'Principal	of
the ho	nor to present to yo	u the car	ndidates fo	or gra	aduati	on of Sc	hool Yea	rincipal) h ar 2024-20	25,
compo	osed of (specify diffe	erent str	ands)	boys	s and	girls	s with a	total of _	
have s these the D	scrutiny of the requestisfactorily comple candidates for grad Department of Ed- m/Sir, they are now	ted the rouation had action	equiremer ave fully s under tl	nts fo satisf he	or grad ied th Senior	luation. e requir High	I thereforements	re certify to	hat by
	C	NFIRM	ATION OI	r GR	ADIIA	TION			
			(Grade		110011	IIION			

By virtue of the authority vested in me as the duly authorized representative of
(name/position) of the Department of Education.
SOCCSKSARGEN Region/Schools Division of, and having
been presented and duly certified by the School Head/Principal that you have
satisfactorily completed the requirements of the Senior High School Curriculum as
prescribed for Secondary Schools of the Department of Education, I now confirm
you Senior High School Graduates of (school) for School Year
2024-2025. You are now eligible to receive your diploma. Congratulations!









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Department of Education

SOCCSKSARGEN REGION

Enclosure 3 to Regional Memorandum CLMD-2025-078

ASSIGNMENT OF REGIONAL OFFICE PERSONNEL WHO SHALL REPRESENT THE REGIONAL DIRECTOR IN MOVING-UP AND GRADUATION CEREMONIES

SDO ASSIGNMENT	NAME	DESIGNATION		
	AGNEY C. TARUC	EPS-FTAD		
	NORMAN S. VALEROSO	EPS- QAD		
COTABATO PROVINCE	LEONARDO B. MISSION	EPS-CLMD		
	CRISANTO M. BULADO	EPS-CLMD		
	DAVE C. PRODIGO	EPS-HRDD		
GEN. SANTOS CITY	NATHANIEL F. BANGOC	EPS-QAD		
	JOSEPH RUSSEL M. FARNAZO	OIC-CAO		
	MICHAEL A. POBLADOR	CES-QAD		
SOUTH COTABATO	ARTURO D. TINGSON, Jr.	EPS-CLMD		
	EMILY F. ENOLPE	OIC-CES		
	SHIENNA LYN L. ANTENOR	EPS-CLMD		
KORONADAL CITY	LUZ LALLI L. FERRER	CES-CLMD		
	MA. LOURDES A. SANCHEZ	CES-FD		
	GLENN A. BISNAR	CES-PPRD		
SARANGANI	MA. ISABEL ROSIOS CUNANAN	EPS-CLMD		
	MELINDA A. RIVERA	CES-FTAD		
	RAFFY HERRERA	EPS-PPRD		
KIDAPAWAN CITY	JADE T. PALOMAR	EPS-CLMD		
	JAY-AR S. LIPURA	EPS-CLMD		
	GRACE PATRICE M. MONDRAGON	EPS-QAD		
TACURONG CITY	LOUELLA L. JABIDO	EPS-QAD		
	CYNTHIA G. DIAZ	CES-CLMD		
	ROGER V. SUERTE	EPS-HRDD		
SULTAN KUDARAT	MAGDALENO C. DUHILAG, JR.	CES-ESSD		
	REGAN B. DAGADAS	EPS-CLMD		

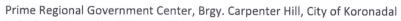
Note:

The Schools Division Office is enjoined to determine the schools whose Moving-up and Graduation Ceremonies shall be attended by the RO personnel and provide them the necessary assistance during their travel to schools and always ensure their safety and security.









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