



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City




January 17, 2019

DIVISION MEMORANDUM
No. 039 s. 2018

SDO INSIDE A GARDEN "SIGA" PROGRAM

To: Assistant Superintendents
Education Program Supervisors/Coordinators
All Division Office Personnel

1. Under DepEd's core value Makakalikasan, our Division Office supports the government's effort in the protection and conservation of our environment through the National Greening Program.
2. With the initiative of our Assistant Schools Division Superintendents , we come up with a project proposal on SDO Inside a Garden "SIGA" Program.
3. This project aims to maintain the sanitation of the Division Office's surrounding and make it greener, colorful and a good ground for benchmarking. This also aims to keep the premises and façade clean and admirable , a condition for 5S qualification.
4. Everyone's cooperation for the realization of this project is seriously needed.
5. For more clarifications and guidance, the Project Proposal is hereto attached.
6. Immediate and wide dissemination of this memorandum is highly desired.


RHEA MAR A. ANGTUD, Ed. D., CESO VI
Schools Division Superintendent

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IPHO Bldg., Sudlon, Lahug, Cebu City



Project Proposal

Title : SDO Inside a Garden "SIGA" Program

Location : IPHO Bldg., Sudlon. Lahug Cebu City

Date : December 18, 2018

I. Introduction

Under DepEd's core value Makakalikasan, the Division of Cebu Province supports the government's effort in the protection and conservation of the environment through the National Greening Program through the implementation of the the Gulayan sa Paaralan Program (DepEd Memorandum No. 293, s. 2007) and School Inside a Garden- SIGA (DECS Memo No. 77. S. 1995) across all the schools. Through these programs, schools can surely maintain its cleanliness and make the surrounding green. Thus, making it more conducive to learning.

The drive to maintain a clean and green society, our Schools Division Superintendent, Dr. Rhea Mar A. Angtud, together with the three active ASDS's Dr. Ester A. Futralan, Dr. Cartesa M. Perico and Dr. Leah B. Apao would like to extend this program to the division office through the GPP and SIGA which initially focused on growing flowers, medicinal herbs and plants as well as fruit trees including exotic species. This would maintain the cleanliness of the office environment, making it greener, colorful and a good ground for benchmarking.

By planting vegetables, colorful flowering ornamental plant as well as medicinal plants around the IPHO building, untouched dirty areas will surely be minimized and soon be solved. Our Division Office be will be admired not only of the people inside but also of its beauty outside through the integration of the " Gulayan"program.

II. Objectives

This project aims to set itself as a model to all schools in the province primarily on establishing a DepEd Division Office with a garden mostly of leafy vegetables in a vacant lot or in a container for limited space It mirrors a clean environment thus creating a positive atmosphere of the whole division. This program also aims to :

- a. sustain environmental consciousness and action among division personnel, and instill the values of unity, teamwork, volunteerism, nationalism, community service for environmental protection and conservation;

- b. highlight the importance of not only the schools but the division office as well and their role in the efforts to rehabilitate a challenged environment and their initiative toward a sustainable National Greening Program;
- c. keep the premises and façade of the division office clean and admirable as a condition necessary for a 5S qualification .

III. Project Details

On the first quarter of Calendar Year 2019, the DepEd-Cebu Province Division will be implementing the “Gulayan” and Edible Landscaping programs in the whole area outside the IPHO building, including its perimeter through the SIGA program. This will be participated by all personnel of the division, regular worker, contractual or job order. Each section has its own specific assignment to develop starting the first week of January 2019 and to maintain that area for the whole year round. They shall grow at least 5 kinds of vegetables including medicinal plants properly labelled with scientific name and usage. Planting malunggay tree and sweet potato if possible is also encouraged. They may adopt container gardening if less space is available, by applying recycled materials such as empty can and plastic. Adoption of at least 3 or more practices in vegetable production and a garden with a “Wow Effect “ is recommended.

The specific unit/section assignment is attached as enclosure 1 and 2, for the guidance of all concerned.

IV. Project Time Frame and Budget Breakdown

Month	Activity	Estimated Cost
January 2019	Cleaning the area	P500-P4,000.00
	Preparation of empty containers (for container gardening)	P3,000.00-P5,000.00
	Preparation of garden soil and organic fertilizer	P4,000.00-P6,000.00
	Preparation of seeds/seedlings	P3,000.00- P5,000.00
February	Planting and growing	0
March	Nurturing	0
	Evaluation	P10,000.00
April	Harvesting	0
May	Replanting/Nurturing	0
June	Nurturing/Harvesting	0
July	Nurturing/Harvesting	0

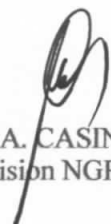
August	Nurturing/Harvesting	0
September	Replanting/Nurturing	0
October	Nurturing	0
November	Nurturing/Harvesting	0
December 2019	Evaluation	P10,000.00
	Recognition	0
ESTIMATED TOTAL-----		P 40,000.00

V. Monitoring and Evaluation

This project will be constantly monitored by proper authorities and evaluated twice, in March and December 2019 using these criteria :

- a. Garden personally cultivated -----20
 - b. At least 5 kinds of well grown and healthy vegetables properly labelled----- 30
(6 points each kind)
 - c. Produce----- 30
(5 kgs. in any kind of vegetables is equivalent to 5 points, maximum points is 30)
 - d. Sustainable, clean , with “wow” effect ground/area assignment----- 20
- TOTAL----- 100

Prepared by:


EVA A. CASINILLO, Ed.D.
Division NGP Coordinator

Recommending Approval:

CARTESA M. PERICO, Ed.D.
ASDS

LEAH B. APAO, Ed.D., CESE
ASDS


ESTER A. FUTALAN, Ed. D.
ASDS

Approved:


RHEA MAR A. ANGTUD, Ed. D. CESO VI
Schools Division Superintendent



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PROVINCE**



Proposed Assignment for the Gulayan /Edible Landscaping
in the Division Office
Calendar Year 2019

Area #	Unit/Section Assigned
1	Administration Office/GSO
2	ICTO
3	CID (SEPS, EPS)
4	Accounting
5	ALS
6	SGOD (Planning, PDO's, SEPS, EPS)
7	Disbursing
8	Supply
9	Remittance
10	Medical
11	Dental
12	Records
13	Physical
14	ASDS- Dr. Futralan
15	SDS- Dr. Angtud
16	ASDS- Dr. Apao
17	ASDS-Dr. Perico
18	Legal
19	HRMO

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