



Republic of the Philippines  
Department of Education  
REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF AKLAN**

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June 27, 2025

**DIVISION MEMORANDUM**

No. 299, s. 2025

**CONDUCT OF TREE PLANTING ACTIVITY IN CELEBRATION OF THE WORLD  
ENVIRONMENT MONTH AND LAUNCHING OF THE ECO CHAMPIONS  
PROGRAM**

To: OIC Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Principals/Head Teachers In-Charge of the District  
Senior/Education Program Specialists  
Heads of Public Elementary, Secondary  
and Integrated Schools  
All Others Concerned

1. Please find attached Regional Memorandum No. 578, s. 2025 titled **“Conduct of Tree Planting Activity in Celebration of The World Environment Month and Launching of The ECO Champions Program”** dated June 25, 2025.
2. In view of the foregoing, the School Division Office, through the Disaster Risk Reduction and Management Office (DRRM) and the Youth Formation Office, shall conduct a Tree Planting Activity on June 30, 2025, at Guadalupe National High School, Brgy. Guadalupe, Libacao, Aklan at 7:30 a.m
3. The schools within the Division shall likewise conduct the simultaneous tree planting activity following the guidelines in Enclosure 1 of Regional Memorandum No. 578, s. 2025. They shall send the consolidated district activity report following the template in Enclosure 2 on or before July 11, 2025 to the DRRMO.
4. The expected on-site participants and the proposed program matrix are found in Enclosures 1 and 2 of this memorandum.
5. Travel and other incidental expenses shall be charged against local funds both subject to the usual government accounting and auditing rules and regulations.



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6. Activities related to the conduct of tree planting that falls on a weekend/ holiday shall be given a Compensatory Time Off.
5. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT

**RAMON D. PARAS JR., EdD**  
Assistant Schools Division Superintendent  
In-charge of the Division

Encl.: As stated  
Reference: Regional Memorandum No. 578, s. 2025  
To be indicated in the Perpetual Index  
under the following subjects:

**CALAMITY  
ENVIRONMENTAL EDUCATION  
PROGRAM  
SCHOOLS**

**MATG/ddt**



Población, Numancia, Aklan  
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)  
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REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF AKLAN**

**Enclosure No. 1 of Division Memorandum No. 299, s. 2025**

**LIST OF EXPECTED ON-SITE PARTICIPANTS**

<b>NAME</b>	<b>POSITION</b>	<b>OFFICE</b>
Feliciano C. Buenafe Jr., CESO VI	Schools Divisions Superintendent	Schools Division Office
Ramon D. Paras Jr. EdD	Assist. Schools Divisions Superintendent	Schools Division Office
Dr. Dobie P. Parohinog	Chief Education Supervisor-CID	Schools Division Office
Michael T. Rapiz	Chief Education Supervisor-SGOD	Schools Division Office
Roland F. Democriso	Administrative Officer V- Administrative Services	Schools Division Office
Ann Rayshelle L. Nadua	Administrative Officer V- Budget and Finance	Schools Division Office
Marissa A. Jizmundo	Accountant III	Schools Division Office
Atty. Lance Jester R. Dantes	OIC - Legal Unit	Schools Division Office
Jude Ulysses V. Ruiz	Public Schools District Supervisor-Libacao	Libacao District Office
Ar. Mar Bien Gregory G. Parel	Senior Education Program Specialist-SMNS	Schools Division Office
Michael Angelo T. Garcia	Project Development Officer II-DRRM	Schools Division Office
Denor D. Torres	Technical Support Assistant II	Schools Division Office
Niño Sean Axl T. Morales	Project Development Officer I- YFD	Schools Division Office





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REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF AKLAN**

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Enclosure No. 2 of Division Memorandum No. 299, s. 2025

**PROPOSED PROGRAM MATRIX IN CONDUCT OF TREE PLANTING ACTIVITY  
IN CELEBRATION OF THE WORLD ENVIRONMENT MONTH AND LAUNCHING  
OF THE ECO CHAMPIONS PROGRAM**

June 30, 2025

8:30 AM

Guadalupe National High School

Preliminary

National Anthem  
Prayer  
Aklan Hymn  
Municipal/ School Hymn  
Hataw  
Thought of the Day

Part II

Welcome Remarks-----Jude Ulysses V. Ruiz  
Public Schools District Supervisor  
District Of Libacao

Rationale of ECO Champ Program-----Michael Angelo T. Garcia  
Project Development Officer II-DRRM

Message -----Feliciano C. Buenafe Jr., CESO VI  
Schools Division Superintendent

Part II

Tree Planting

Cesar S. Biscocho (YFD Coordinator)  
Emcee



Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

JUN 25 2025

REGIONAL MEMORANDUM

No. 578, s. 2025

**CONDUCT OF TREE PLANTING ACTIVITY IN CELEBRATION OF THE WORLD  
ENVIRONMENT MONTH AND LAUNCHING OF THE  
ECO CHAMPIONS PROGRAM**

To: OIC-Assistant Regional Director  
Schools Division Superintendents  
Assistant Schools Division Superintendents  
RO and SDO Functional Division Chiefs  
All Others Concerned


1. The month of June is declared as World Environment Month under Proclamation No. 237, s. 1988 and enjoins all sectors to actively participate in environmental protection efforts. This celebration also contributes to the realization of the United Nations Sustainable Development Goals, particularly SDG 13 (Climate Action) and SDG 15 (Life on Land), affirming our shared responsibility to protect the planet for future generations.
2. In view of the foregoing, this Office, through the **Education Support Services Division (ESSD) – Disaster Risk Reduction and Management (DRRM) Unit**, shall conduct a **Tree Planting Activity** on **June 30, 2025**, at **Tiu Cho Teg – Ana Ros Foundation Integrated Farm School, Brgy. Lanit, Jaro, Iloilo City** at **7:30 a.m. onwards** with the Schools Division of Iloilo City as the host Division.
3. The Schools Division Offices (SDOs) shall likewise facilitate the conduct of a simultaneous tree planting activity in all schools under their jurisdiction following the guidelines in **Enclosure 1**. They shall send the activity report following the template in **Enclosure 2** on or before **July 11, 2025**.
4. Further, the launching of the **ECO Champions Program** shall be done as part of DepEd Region VI's initiative and ongoing commitment to promote environmental education, climate action, and sustainability within the framework of Disaster Risk Reduction and Management (DRRM), climate change adaptation (CCA), and youth formation programs.
5. The ECO Champions Program has the following objectives:
  - a. Foster a culture of ecological stewardship, preparedness, and resilience-building among learners, education leaders, and personnel;



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- b. Promote awareness of the vital connection between environmental protection and disaster risk reduction through integration in the teaching and learning process; and
  - c. Encourage waste-free and greener environment that stimulates calming and nature-friendly learning spaces that support the well-being of all learners and personnel.
6. The expected on-site participants and the proposed program matrix are found as **Enclosures 3 and 4**, respectively.
7. The food of the participants and the materials needed in the tree planting activity shall be charged against the downloaded DRRM Program Support Fund of the host Division while the travel and other incidental expenses incurred by the participants against their respective Division MOOE Fund/local funds, all subject to the usual accounting and auditing rules and regulations.
8. For queries and clarification, contact **Leonerico E. Barredo, PhD, Chief, Education Support Services Division** at mobile number 0998-461-5448 or email at [region6.essd@deped.gov.ph](mailto:region6.essd@deped.gov.ph).
9. Immediate dissemination of and compliance with this Memorandum are desired.

  
**CRISTITO A. ECO, CESO III**  
Assistant Regional Director  
Officer-In-Charge  
Office of the Regional Director

Encl.: As stated  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects

CALAMITY  
ENVIRONMENTAL EDUCATION  
PROGRAM  
SCHOOLS

WMV/RM/Conduct of Tree Planting Activity  
109/June 19, 2025





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**Enclosure 1 to Regional Memorandum No. 578, s. 2025**

**Guidelines for the Implementation of the Simultaneous Tree Planting Activity**

1. **Target Date of the Tree Planting Activity** – The tree planting activity shall take place simultaneously on **June 30, 2025 at 9:00 a.m** in all schools to be facilitated by their respective Schools Division. All **2,836 DepEd public schools** in the Region shall participate with each school planting a minimum of **10 trees**.
2. **Composition of Participants for Each School.** Each participating school shall designate a team consisting of teachers and learners responsible for planning, implementing, and reporting on the tree-planting efforts. The team should include at least one teacher-in-charge of the activity and student representative.

Adequate supervision and guidance from the teacher-in-charge are essential to ensure proper planting and care for the trees.

3. **Acquisition of Seedlings.** Each Schools Division Offices (SDO) shall coordinate with the Provincial/Municipal Environment and Natural Resources (PENRO/MENRO) to acquire seedlings for each school under their jurisdiction.

The seedlings for the trees must be fruit-bearing trees, Philippine native species trees, or mangroves if the school selects a coastal area as a venue for the tree planting activity.

4. **Implementation of the Tree-Planting Activity and Care for Trees.** Schools should consider the necessary resources for the activity, such as tree-planting tools and materials for free care. However, it should be emphasized that there is no need to buy the materials for the tree planting activity.

Ideally, the school grounds will serve as the venue for the activity. If space is limited, the School Head shall coordinate with their barangay unit to determine an alternative site such as barangay parks, local government unit parks, marine protected area, or any other open spaces near the school that may be used for the tree planting.

To mark the area of the planting, a tree guard shall be built around each planted seedling afterwards. No standard design for the tree guard is required.

5. **Implementation Dissemination.** This activity shall be disseminated by the Schools Division Office to the schools through this Regional Memorandum.



Address: Duran Street, Iloilo City, 5000  
Telephone Nos: (033) 337-0149; 336-2816  
Email Address: [region6@deped.gov.ph](mailto:region6@deped.gov.ph)  
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6. **Post-Activity Reporting.** After the tree planting activity, schools shall prepare Tree Planting Activity Report found at Enclosure 2 of this Memorandum. The said report will indicate the name of the school, the number of trees planted, the types or species of trees planted, and photos of the activity.

The report shall be sent by the schools to the SDO through a hard copy or email on or before **July 4, 2025**. The **SDO shall summarize the reports and shall submit to the RO** on or before **July 11, 2025**.

7. **Post-Care for the Trees Planted.** The school head shall be responsible for ensuring the proper care of the trees planted within their premises.

For trees planted outside the premises of the school, the school head shall coordinate with the barangay officials so that regular monitoring of the trees' growth is done.



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ENCLOSURE 2 to Regional Memorandum No. 578, s. 2025

**SIMULTANEOUS TREE PLANTING ACTIVITY**

**OFFICIAL ACTIVITY REPORT**

**1. Name of School, District, Schools Division Office**

\_\_\_\_\_

**2. Types/ Species of Trees planted:**

\_\_\_\_\_

**3. Number of Trees Planted:**

\_\_\_\_\_

**4. Photos of the Activity:**



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**ENCLOSURE 3 to Regional Memorandum No. 578, s. 2025**

**LIST OF EXPECTED ON-SITE PARTICIPANTS**

EXPECTED PARTICIPANTS	REGIONAL OFFICE	Host SDO (Iloilo City)	Other SDOs (Guimaras and Iloilo Province)	Host School	LGU Iloilo City	Great Foods Inc
Regional Director	1					
Asst. Regional Director	1					
Schools Division Superintendents		1	2			
Asst. Schools Division Superintendents		1	2			
Functional Division Chiefs	8					
Unit Heads/ REXECOM Members	15					
SGOD Chiefs		1	2			
Division DRRM Coordinators		1	2			
Invited Guests					2	2
TWG		14		25		
<b>TOTAL</b>	<b>25</b>	<b>18</b>	<b>8</b>	<b>25</b>	<b>2</b>	<b>2</b>

**PROPOSED PROGRAM MATRIX IN THE CONDUCT OF TREE  
PLANTING ACTIVITY IN CELEBRATION OF THE WORLD  
ENVIRONMENT MONTH AND LAUNCHING OF THE  
ECO CHAMPIONS PROGRAM**

**June 30, 2025 | Tiu Cho Teg – Ana Ros Foundation Integrated Farm School**

**Part 1. Flag Raising Ceremony (7:30 – 8:00 am)**

- Flag Raising Ceremony - **Tiu Cho Teg – Ana Ros Foundation IFS Grounds**  
with RO and SDO Personnel, Invited Guests, Teachers,  
and Learners

**Part 2. Program (8:00 – 9:00 am)**

- Welcome Remarks - **Dr. Miguel Mac D. Aposin, CESO V**  
*OIC – Asst. Regional Director*
- Opening Salvo (SAYAWIT) - Selected Students
- Launching of ECO Champions Program - **Cristito A. Eco, CESO III**  
*OIC – Regional Director*
- Messages of Support - **Dr. Ma. Luz M. Delos Reyes, CESO V**  
*SDS – SDO Iloilo City*  
**Dr. Novelyn M. Vilchez, CESO VI**  
*SDS – SDO Guimaras*  
**Dr. Ernesto F. Servillon, Jr., CESO VI**  
*SDS – SDO Iloilo*
- Pledge of Commitment to the ECO Champions Program - **Dr. Ruby Therese Almencion, CESE**  
*ASDS – SDO Iloilo City*
- Ceremonial Signing of the Pledge of Commitment - **Regional and Division Participants and Guests**
- Ceremonial Turn-Over of Seedlings to SDOs Iloilo City, Guimaras, and Iloilo  
- **Representative from Great Foods, Inc.**  
*SBFP Partner*  
**with Schools Division Superintendents and Assistant Schools Division Superintendents**
- Awarding of Certificate of Recognition to Partners and Stakeholders
- Photo Opportunity

**Part 3. Ceremonial Tree Planting Activity (9:00 – 9:30 am)**

- Designated Area at Tiu Cho Teg – Ana Ros Foundation Integrated Farm School with RO and SDO Personnel and Guests
- Photo Opportunity