



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

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December 27, 2024

**DIVISIONAL MEMORANDUM**

No. 384, s. 2024

**SCHEDULE OF FLAG RAISING CEREMONY AND VALUE FOCUSED  
FOR JANUARY TO DECEMBER 2025**

TO : Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads  
Division Personnel  
This Division

1. Pursuant to Section 18 of Republic Act (RA) No. 8491, otherwise known as the “*Flag and Heraldic Code of the Philippines*”, and in consonance to the Civil Service Commission Memorandum Circular No. 19, s. 2012, all officials and employees are required to attend the **Flag Raising Ceremony every Monday morning** or the next working day if Monday is declared a holiday and **Flag Lowering Ceremony every Friday afternoon** or on the last working day of each week if Friday is declared a holiday.
2. Moreover, in compliance to the memorandum from the Office of DepEd Secretary dated December 2, 2024 (attached) the audio-visual materials to be used during the flag raising ceremonies and other formal DepEd related events shall be downloaded from <https://bit.ly/4g9kXD7>.
3. Enclosed is the Schedule of the Sponsoring Unit and corresponding Values Focused for the week (aligned with the Civil Service Commission’s Patriotism, Integrity, Excellence and Spirituality).
4. The sequence of the ceremony are as follows:
  - a. Singing of *Lupang Hinirang*;
  - b. Prayer;
  - c. Recitation of *Panatang Makabayan*;
  - d. Recitation of *Panunumpa ng Lingkod Bayan* (all employees only).
  - e. Singing of Bagong Pilipinas Hymn
  - f. Recitation of Bagong Pilipinas Pledge



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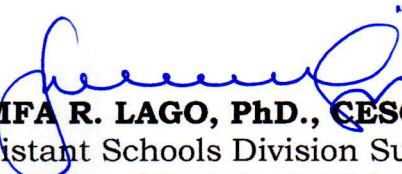


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Division Office Only

- g. Recitation of DepEd Vision, Mission and Core Values;
  - h. Recitation of DepEd Quality Policy;
  - i. Updates on Division Activities for the Week;
  - j. Reporting of Accomplishments, Updates on the Division Activities and other Matters from CID, SGOD, Administrative Services and Finance Unit.
  - k. Sharing of Value Focus (by the host unit)
  - l. ASDS' Time and information of new Memorandum
  - m. SDS Message
  - n. Other Matters
5. Wide dissemination and compliance of this Memorandum is desired.

  
**NIMFA R. LAGO, PhD., CESO VI**  
Assistant Schools Division Superintendent  
OIC – Office of the Schools Division Superintendent

Encl: As stated  
To be indicated in the Perpetual Index  
Under the following subjects:  
Attendance Flag Raising  
Values Focused

OSDS/DJBY



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**SCHEDULE OF FLAG RAISING CEREMONY AND VALUE FOCUSED FOR THE WEEK**

WEEK	DATE	CORE VALUE	VALUE FOCUS	REMARKS	
1	January	6	Patriotism	Budget and Finance Unit	
2		13	Integrity	Administrative Unit	
3		20	Excellence	School Governance and Operations Division	
4		27	Spirituality	Curriculum Implementation Division	
5	February	3	Patriotism	Unity and Fellowship	Budget and Finance Unit
6		10	Integrity	Accountability	Administrative Unit
7		17	Excellence	Decisiveness	School Governance and Operations Division
8		24	Spirituality	Obedience	Curriculum Implementation Division
9	March	3	Patriotism	Cooperation	Budget and Finance Unit
10		10	Integrity	Equality	Administrative Unit
11		17	Excellence	Submissiveness	School Governance and Operations Division
12		24	Spirituality	Repentance	Curriculum Implementation Division
13		31	Patriotism	Commitment/Dedication	Budget and Finance Unit
14	April	7	Integrity	Reliability	Administrative Unit
15		14	Excellence	Faithfulness	School Governance and Operations Division
16		21	Spirituality	Faith	Curriculum Implementation Division
17		28	Patriotism	Concern	Budget and Finance Unit
18	May	5	Integrity	Value for Work	Administrative Unit
19		12	Excellence	Diligence with Focus	School Governance and Operations Division
20		19	Spirituality	Humility	Curriculum Implementation Division
21		26	Patriotism	Interdependence	Budget and Finance Unit
22	June	2	Integrity	Purity	Administrative Unit
23		9	Excellence	Leadership	School Governance and Operations Division
24		16	Spirituality	Freedom	Curriculum Implementation Division
25		23	Patriotism	Resourcefulness	Budget and Finance Unit
26		30	Integrity	Justice	Administrative Unit
27	July	7	Excellence	Conviction	School Governance and Operations Division
28		14	Spirituality	Forgiveness	Curriculum Implementation Division
29		21	Patriotism	Righteousness	Budget and Finance Unit
30		28	Integrity	Self-Reflection and Analysis	Administrative Unit
31	August	4	Excellence	Sense of Responsibility	School Governance and Operations Division
32		11	Spirituality	Prayerfulness	Curriculum Implementation Division
33		18	Patriotism	Promotion of Common Good	Budget and Finance Unit
34		25	Integrity	Discipline and Order	Administrative Unit
35	September	1	Excellence	Courage	School Governance and Operations Division
36		8	Spirituality	Charity	Curriculum Implementation Division
37		15	Patriotism	Word of Honor	Budget and Finance Unit



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38		22	<b>Integrity</b>	Trust	Administrative Unit
39		29	<b>Excellence</b>	Wisdom	School Governance and Operations Division
40	October	6	<b>Spirituality</b>	Godliness and Holiness	Curriculum Implementation Division
41		13	<b>Patriotism</b>	Perseverance	Budget and Finance Unit
42		20	<b>Integrity</b>	Transparency	Administrative Unit
43		27	<b>Excellence</b>	Originality	School Governance and Operations Division
44		3	<b>Spirituality</b>	Reverence and Fear of God	Curriculum Implementation Division
45	November	10	<b>Patriotism</b>	National Pride	Budget and Finance Unit
46		17	<b>Integrity</b>	Respect for Life	Administrative Unit
47		24	<b>Excellence</b>	Humor and Joyfulness	School Governance and Operations Division
48	December	1	<b>Spirituality</b>	Peace	Curriculum Implementation Division
49		8	<b>Patriotism</b>	Selflessness	Budget and Finance Unit
50		15	<b>Integrity</b>	Taming the Tongue	Administrative Unit
51		22	<b>Excellence</b>	Thankfulness and Gratefulness	School Governance and Operations Division
52		29	<b>Spirituality</b>	Praise and Worship	Curriculum Implementation Division



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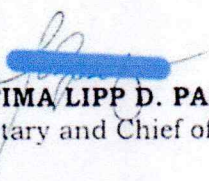




Republic of the Philippines  
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OFFICE OF THE SECRETARY

**MEMORANDUM**

FOR : ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS  
ALL PUBLIC SCHOOL HEADS  
ALL OTHERS CONCERNED

FROM :   
ATTY. FATIMA LIPP D. PANONTONGAN *W*  
Undersecretary and Chief of Staff

SUBJECT : GUIDANCE ON THE UNIFORM MATERIALS FOR LUPANG  
HINIRANG, BAGONG PILIPINAS, AND DEPED PRAYER IN  
OFFICIAL DEPED EVENTS

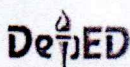
DATE : December 2, 2024

The Department of Education – Central Office issues this memorandum to **provide clear guidance** on the consistent use of the officially sanctioned materials **for the national anthem Lupang Hinirang, the Bagong Pilipinas hymn, and the official DepEd prayer**. These materials must be used during all official ceremonies, including flag-raising ceremonies, flag retreats, and other formal DepEd-related events.

The official audio-visual materials are accessible through <https://bit.ly/4g9kXD7>, and it is the responsibility of all regional and school division offices to disseminate these properly to all schools and units under their jurisdiction.

Should you have any clarifications or concerns, your office may coordinate with Manuelito L. Santos of the Public Affairs Service – Creative Media Unit through his mobile 0905-115-1968 or direct line 8633-2120.

For strict compliance and wide dissemination. Thank you.



DepEd Philippines



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www.deped.gov.ph

2<sup>nd</sup> Flr. Rizal Bldg - DepEd Complex, Meralco Avenue, Pasig City  
Telephone No. : 8633-7208 / 8633-7228

