



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

18 August 2025

**DIVISION MEMORANDUM**

No. 424, s. 2025

**SUBMISSION OF LIST OF STAKEHOLDERS FOR RECOGNITION**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public School District Supervisors (PSDS) / Principals In-Charge of the District (PIDs) / Head Teacher In-Charge of the District (HTID)  
Senior / Education Program Specialists  
Heads (SHs) of Public and Private Elementary, Secondary and Integrated Schools  
All Others Concerned

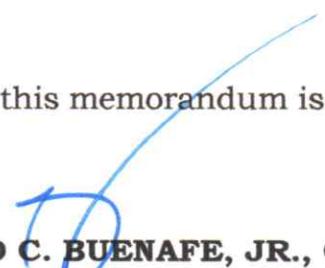
1. In line with the upcoming 2025 Stakeholder's Appreciation and Recognition of Schools tentatively scheduled on Thursday, October 30, 2025, at 9:00 a.m. at Marzon Convention Center, Kalibo, Aklan, the Schools Division of Aklan will recognize major stakeholders and partner agencies that have extended substantial support to our schools.
2. To ensure proper acknowledgment, all schools are requested to submit the names of their stakeholders and partner agencies who have extended donations or assistance cumulative for S.Y. 2024-2025 worth a minimum of ₱50,000.00 for Small Schools, ₱75,000.00 for Medium Schools, and ₱100,000.00 for Large Schools.
3. The submission must include:
  - a. Name of Stakeholder/Agency
  - b. Nature of Assistance/Donation
  - c. Estimated Monetary Value (if item / donated in kind)
  - d. Date(s) Provided
  - e. Name of the Recipient **School**
  - f. Name of the **District** of the Recipient School
  - g. Mode of Verification (MoV/s, screenshot of uploaded DPDS)
4. Schools are advised to carefully validate the data to ensure accuracy, as the same will be used for official recognition during the awarding ceremony.



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5. Kindly submit the duly accomplished list (in number 3) with MoVs in hard copy with endorsement from the respective District and signed by the PSDS/PID/HTID to the Social Mobilization and Networking (SocMob) Section, SDO Aklan, on or before September 5, 2025.
6. All entries should also be encoded through the Google Sheet link: <https://tinyurl.com/3tz62xea>.
7. For inquiries, you may coordinate with the SocMob Section at (036) 265-3740 local 104.
8. Immediate and wide dissemination of this memorandum is desired.

  
**FELICIANO C. BUENAFE, JR., CESO VI**  
Schools Division Superintendent

Enclosure: as stated

Reference: none

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

**BRIGADA ESKWELA  
PROGRAM  
PARTNERS  
STAKEHOLDERS**

/mbggp