



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Bohol

**Office of the Schools Division  
Superintendent**

**December 20, 2023**

Inter-Office Memorandum  
IM- 2023-39

To: All SDO Proper Personnel  
Others Concerned

**Mechanics and Criteria for SDO Offices Christmas Decoration Contest**

1. In line with the celebration of Yuletide seasons this office encourages all functional divisions, sections/units to participate in the Christmas Decoration contest within our office to remind us a spirit of Christmas season in simple yet meaningful.
2. The top 5 Management Committee (ManCom) Officials are task to evaluate and judge the winning output based on the following categories:
  - Most Artistic and creativity
  - Most Meaningful/relevant
  - Most Indigenous and cheapest
  - Most Modern style
3. The Head of the functional division/section as member of the ManCom shall not be included in judging his/her own office.
4. The cut-off time for judging the contest will be on December 21, 2023 at 5:00 P.M.
5. Awarding of winner will be done during the Christmas party on December 22, 2023.
6. Please be guided accordingly.

  
**EVANGEL M. LUMINARIAS PhD., CESO V**  
Schools Division Superintendent



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