DEPARTMENT OF EDUCATION
RECORDS SECTION
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BY:
DATE: 11-3-26
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LIGAO CITY DIVISION, LIGAO CITY

Republic of the Philippines
Department of Education
Region V– Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY

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Office of the Schools Division Superintendent

110326607

November 3, 2026

DIVISION MEMORANDUM

No. 0522 s. 2026

CONDUCT OF THE EMPLOYEE WELFARE SURVEY IN THE SCHOOLS DIVISION OFFICE OF LIGAO CITY

To: Asst. Schools Division Superintendent
CID and SGOD, Chief Education Supervisors
Unit/Section Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. To continuously improve employee welfare programs and services and to promote a healthy, supportive, and productive work environment, this Office shall conduct an Employee Welfare Survey among all teaching, teaching-related and non-teaching personnel which can be accessed through this link:
https://bit.ly/Employee-Welfare-Survey-SDOLigaoCity

2. The survey aims to:
a. Assess employees' level of satisfaction with existing welfare programs and services;
b. Identify employee needs and concerns related to health, wellness, work environment, professional development, and support services;
c. Gather recommendations for strengthening employee welfare initiatives and workplace conditions; and
d. Provide data that will serve as basis for the development and enhancement of employee welfare programs, policies, and interventions of the Division.

3. All personnel are hereby encouraged to actively participate in this undertaking to ensure that employee welfare concerns and suggestions are appropriately captured and considered in future programs and initiatives of this Office.

5. For information and widest dissemination.

NYMPHA D. GUEMO
Schools Division Superintendent

Encl. As stated
Reference: None

To be indicated in the Perpetual Index
under the following subjects:
EMPLOYEES SURVEY WELFARE

SGOD/HRDS
11/03/2026