



Republic of the Philippines  
**Department of Education**

REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY



13 March 2025

**DIVISION MEMORANDUM**

No. 102 s. 2025

**SUGGESTED PROGRAM FLOW FOR MOVING UP/ COMPLETION/ GRADUATION EXERCISES AND RECOGNITION DAY**

To: Chief Education Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. As stated in Regional Memorandum No. 110, s. 2025, to establish uniformity while adhering to the DepEd Orders regarding the conduct of the EOSY rites, this Office releases the Sample Program Flow for Moving Up/ Completion/ Graduation and Recognition Day for all elementary and secondary schools in the Division of Angeles City.
2. Enclosure No. 1 contains the above-mentioned Regional Memorandum for reference.
3. Immediate dissemination of and compliance with this Memorandum is desired.

**ENGR. EDGARD C. DOMINGO, PhD, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference: Regional Memorandum No. 110 s. 2025  
To be indicated in the Perpetual Index  
under the following subjects:

CEREMONY            COMPLETION            GRADUATION  
CID/Chief ES/March 13, 2025





R-1068



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

**REGIONAL MEMORANDUM**

No. 110, s. 2025

**SUGGESTED PROGRAM FLOW FOR MOVING UP/COMPLETION/GRADUATION EXERCISES AND RECOGNITION DAY**

To : Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In accordance with DepEd Order (DO) No. 9, series of 2023, it is stated that: Moving up or graduation ceremonies should be held in a dignified and fitting manner for the graduating students and their families. These events must not serve as a platform for political discussions, in strict adherence to DO No. 48, s. 2018, titled Prohibition of Electioneering and Partisan Political Activity.
2. In this regard, this Office reminds all concerned personnel to continue adhering to the guidelines outlined in DO No. 48, s. 2018 and Section IV.5 (e) of DO No. 9, series of 2023.
3. The school heads should ensure that End-of-School-Year (EOSY) rites are celebrated through a solemn, simple, meaningful ceremony. While these mark a milestone in the lives of the learners, graduation/completion/moving up ceremonies shall be conducted without excessive spending, extravagant attire, or extraordinary venues. It should be principally aimed at recognizing the hard work, growth, and academic achievements of our graduates/completers while also commemorating the collective efforts of the entire school community in fulfilling the mandate of providing quality basic education to Filipino learners.
4. In order to establish uniformity, while adhering to the above-mentioned DepEd Orders on the conduct of the EOSY rites, this Office releases the Sample Program Flow for Moving Up/Completion/Graduation and Recognition Day for all elementary and secondary schools in Region III.



**Address:** Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)  
**Telephone Number:** (045) 598-8580 to 89  
**Email Address:** region3@deped.gov.ph  
**Website:** <https://region3.deped.gov.ph/>



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5. Enclosure No. 1 contains the Sample Program Flow for Moving Up/Completion/Graduation and Recognition Day for all elementary and secondary schools.
6. Compliance and wide dissemination of this Memorandum is earnestly desired.

**RONNIE S. MALLARI, PhD, CESO V**  
Regional Director

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

CEREMONY      COMPLETION      GRADUATION      MOVING-UP CEREMONY

CLMD1/clmd12  
March 7, 2025

To send feedback regarding any of our services, kindly scan the QR Code.



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Enclosure No. 1 to Regional Memorandum No. \_\_\_\_\_, s. 2025

**A. SAMPLE PROGRAM FLOW FOR MOVING UP/COMPLETION/GRADUATION EXERCISES**

**\_\_\_\_\_ Moving-Up Ceremony/Completion/Graduation Rites**

School Year 2024-2025

Date: \_\_\_\_\_

Time: \_\_\_\_\_

**PROGRAMME**

(For Moving-Up/Graduation Rites)

- |       |   |   |
|-------|---|---|
| I.    | Processional  | Candidates for Graduation, Parents, Guest Speaker, Guests, School and DepEd Officials |
| II.   | Entrance of Colors<br>Philippine National Anthem<br>Division Hymn |   |
| III.  | Prayer  | Grade 6 or 12 Class Adviser   |
| IV.   | Welcome Remarks   | Graduate<br>(with High Honors)  |
| V.    | Presentation of Candidates for Graduation                         | Principal   |
|       | Acceptance and Confirmation of Graduates                          | Schools Division Superintendent   |
|       | Distribution of Diploma/Certificates of Completion                | Schools Division Superintendent   |
| VI.   | Message of the Secretary  | Secretary   |
|       | Message of the Regional Director                                  | Regional Director   |
| VII.  | Introduction of the Guest Speaker                                 | Faculty Member  |
| VIII. | Message of the Guest Speaker                                      | Guest Speaker   |



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- |       |  |   |
|-------|--|---|
| IX.   | Awarding of Medals and Certificates of Recognition | School Division Superintendent                                      |
| X.    | Message of Gratitude                               | Graduate<br>(with Highest Honors)                                   |
| XI.   | State of the School Address                        | Principal   |
| XII.  | Pledge of Loyalty                                  | Graduate<br>(with High Honors)                                      |
| XIII. | Song of the Graduates                              | Graduate – Leading<br>(with Honors)                                 |
|       | School Hymn  | Graduate  |
| XIV.  | Closing Remarks                                    | PTA President   |
| XV.   | Recessional  | Graduates, Parents, Guests, Teachers,<br>School and DepEd Officials |

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**Ika- \_\_\_\_ Taong PAGTATAPOS**  
Panuruang Taon 2024-2025  
Petsa: Ika- \_\_\_\_\_, 2025  
Oras : \_\_\_\_\_

**PALATUNTUNAN**

I. Prosesyonal	Mga Magsisipagtapos, Magulang, Panauhing Pandangal, mga Guro, Punongguro, Kawani ng Paaralan, mga Panauhin
II. Pagpasok ng Watawat Pambansang Awit ng Pilipinas Himno ng Dibisyon	
III. Panalangin	Ika-6 or 12 Baitang (Guro)
IV. Mga Pagbati	Magtatapos na may mataas na Karangalan
V. Pagpapakilala ng mga Magsisipagtapos	Punongguro
Pagtanggap at Pagpapatibay ng mga Nagtapos/Sertipiko	Tagapamanihala ng mga Paaralan
Pamamahagi ng Katibayan sa mga Batang Nagsipagtapos	Tagapamanihala ng mga Paaralan
VI. Mensahe ng Kalihim Mensahe Direktor ng Rehiyon	Kalihim ng Kagawaran Direktor ng Rehiyon
VII. Pagpapakilala sa Panauhing Tagapagsalita	Guro
VIII. Mensahe ng Panauhing Pandangal	Panauhing Pandangal
Paggawad ng Pagkilala sa Panauhing Pandangal	
IX. Pagbibigay ng Medalya at Sertipiko ng Pagkilala	Tagapamanihala ng mga Paaralan



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X. Mensahe ng Pasasalamat	Nagtapos ng may pinakamataas ng karangalan
XI. Talumpati ng Kalagayan ng Paaralan	Punongguro
XII. Panunumpa ng Katapatan	Nagtapos na may karangalan
XIII. Awit ng mga Nagtapos	Mga Nagsipagtapos
XIV. Pagwawakas ng Mensahe	Pangulo ng PTA
XV. Resesyunal	Mga Magsisipagtapos, Magulang, mga Guro, Punongguro, Kawani ng Paaralan, Panauhing Pandangal

Guro ng Palatuntunan



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**B. SAMPLE PROGRAM FLOW FOR RECOGNITION DAY**

\_\_\_\_\_ **RECOGNITION DAY**

School Year 2024-2025

Date: \_\_\_\_\_

Time: \_\_\_\_\_

**PROGRAMME**

I.	Processional	Awardees, Parents, Guests, School and DepEd Officials
II.	Entrance of Colors National Anthem	Teacher
III.	Opening Prayer	Teacher
IV.	Regional Hymn, Division Hymn, School Hymn	Awardees, Teachers
V.	Welcome Remarks	Principal
VI.	Inspirational Message	Guest Speaker
VII.	Presentation of the School Awardees	Teacher-Advisers
VIII.	Conferment of Awards	Principal
IX.	Message from the Representative of Awardees	Select Awardee
X.	Closing Remarks	PTA President
XI.	Recessional	Awardees, Parents, Guests, School and DepEd Officials