



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road, Military Cut-Off, Baguio City
Tel. No.: (074) 442-7819



DIVISION MEMORANDUM

To : All Division Promotional Staff
Public Schools District Supervisors
Secondary School Principals
Elementary School Principals
Administrative Officers
Teachers - In - Charge
Non - Teaching Personnel
Elementary and Secondary School Teachers
All Others Concerned

From : *Mary A. Lang-Ayan*
MARY A. LANG-AYAN, Ed. D., CESO V
Schools Division Superintendent *MA*

Subject : SATURDAY CLASSES ON AUGUST 11, 2012

Date : 09 August 2012

01. This is to inform the field that there will be Saturday classes to be conducted on August 11, 2012 in lieu of suspended classes due to typhoon *GENER*.
02. All Non - Teaching Personnel who will be reporting on the above date are entitled to Compensatory Overtime Credit (COC) as per CSC - DBM Joint Circular No. 2 s. 2004 as amended by DSC-DBM Joint Circular No. 2-A s. 2005 - NON MONETARY REMUNERATION OF OVERTIME SERVICES RENDERED.
03. All School Heads, Head Teachers and Teachers - In- Charge of public elementary and secondary schools are enjoined to inform their respective students and pupils.
04. Immediate dissemination of this Memorandum is desired.