



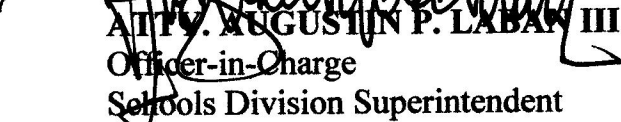
Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Corner Military Cut-off, Baguio City  
Tel. No.: 442-7819 Fax: (074) 442-7919



**DIVISION MEMORANDUM**

No. 145s. 2012

To: All Public Secondary School Heads

From:   
ATTY. AUGUSTIN P. LABAN III  
Officer-in-Charge  
Schools Division Superintendent

Subject: Seminar-Workshop on the CB-PAST Uniform Implementation in the  
Secondary Schools of Baguio City Division

Date: November 16, 2012

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1. This is to announce the conduct of a division Seminar-Workshop on the CB-PAST Uniform Implementation in the Secondary Schools of Baguio City Division on November 23, 2012. The venue of the Seminar-Workshop will be at the Baguio City National High School Library, Governor Pack Road, Baguio City. Registration starts at 7:30 in the morning.
  2. The objectives of the seminar-workshop are as follows:
    - a. Revisit the performance Appraisal System for Teachers Framework;
    - b. Discuss the CB-PAST Three (3) Major Components and Performance Standards;
    - c. Analyze the accomplishment of the CB-PAST instruments and portfolio.
  3. Participants to this seminar-workshop are the Secondary School Heads, Head Teachers and Master Teachers of all Public Secondary Schools of the Division.
  4. A registration fee of ONE HUNDRED-FIFTY PESOS (P150.00) shall be collected from each participant to cover meals and materials for the seminar-workshop. Registration fee and other additional expenses such as transportation of participants may be charged against school funds or any other available sources like school canteen and PTA funds on official time subject to usual accounting and auditing procedure.
  5. All school heads are advised to make the necessary contingency plan for Master Teachers who are involved and who are participants in the activity.
  6. For more details on the seminar-workshop, please contact **Dr. ELMA D. DONAAL** with telephone number 442-3235 or 444-2645.
  7. Immediate dissemination of this memorandum is desired.