



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road, Military Cut-Off, Baguio City



OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT:

MEMORANDUM

To : Division Office Personnel
PESPA President
NAPSSHI President
BCSTEA President
Elementary and Secondary School Heads
Teachers
Non – Teaching Personnel

Date : 28 June 2016

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01. With the hospitalization of our colleagues like **Irene Chaangan, Manuel Agbunag**, and **other teachers** for ailments that need long period of confinement, this Office is knocking on the hearts of everybody for us to lend our hands individually and collectively to the members of our family;
 02. This office therefore is soliciting any amount from each of us as assistance to the above-named especially in these times when they need our helping hands and our prayers.
 03. Any amount from the school heads, teachers, and non- teaching personnel shall be coursed through the following organization presidents and principals which will be remitted to the Division Office Cashier – Herminia Canlas;

Elementary School Principals	- Joseph Estigoy
Secondary School Principals	- Brenda Cariño
Teachers and	
Non – teaching personnel	- School Principal
SDO Personnel	- Belen R. Tomin, Budget Officer
 04. Nevertheless, let us continue to pray for our colleagues who are not in a better health condition right now;
 05. Thank you in advance for your benevolence and concern.


AUGUSTIN P. LABAN III
Attorney III