



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



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DIVISION OF BAGUIO CITY

AUG 26 2016

RELEASED

DIVISION MEMORANDUM

No. 239, s. 2016

To : SGOD Chief
CID Chief
Education Program Supervisors
Public Schools District Supervisors
All Public Elem. & Secondary School Heads
Division Section Heads – Bookkeepers & Disbursing Officers
All Others Concerned

From : *[Signature]*
ATTY. AUGUSTIN P. LABAN III
OIC – Schools Division Superintendent

Subject: DIVISION FIELD STAFF MEETING

Date : August 26, 2016

1. This is to inform the field that there will be a Division Field Staff Meeting on August 31, 2016 (Wednesday) to be held at the Division Office Conference Hall, Third Floor, starting at 8:00 a.m.

AGENDA:

1. Updates on the Executive Committee Meeting .
 2. Other important matters
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2. Attendance of all concerned is a must, no proxy is allowed.