

Republic of the Philippines (3)  
Department of Education  
Cordillera Administrative Region  
Division of Baguio City

DEPARTMENT OF EDUCATION  
MAY 8 2017  
RELEASED  
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May 16, 2017

DIVISION MEMORANDUM:

No. 132 s. 2017

Subject : **BAGUIO CITY PUBLIC SCHOOLS NON-TEACHING EMPLOYEES  
ASSOCIATION (BCPSNTEA) CAPABILITY BUILDING  
SEMINAR**

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1. The BCPSNTEA Capability Building/Seminar is set on **May 22-24, 2017** at DepEd Division of Baguio City Conference Hall. The registration for the participants starts at 7:45 AM.
  2. All Non-Teaching Personnel with National and Casual Status are required to attend.
  3. Amendments in the Constitution and By-laws of the BCPSNTEA shall be presented and discussed apart from the lineup of exciting activities designed for the said activity.
  4. Each district shall prepare a 5 to 7 minutes presentation for socialization on the night of May 23, 2017
  5. Please be guided accordingly.

  
**BEATRIZ G. TORNO, CESO IV**  
Officer In-Charge  
Schools Division Superintendent