



23 January 2018

DR. FEDERICO P. MARTIN, Ed. D, C. Ed. D., CESO VI
 Schools Division Superintendent
 Department of Education – Baguio City Division
 82 Military Cut-off Rd.
 BAGUIO CITY

Sir:

Attached are copies of the announcement relative to the conduct of the *Special Program for the Employment of Students (SPES)*; which is now in its 26th year of implementation.

We would like to request your office to please disseminate the said announcement to the principals, head teachers, administrative heads and other concerned school officials of the city's various public and private high schools; accompanied by the request that it be posted in prominent areas such as bulletin boards and Guidance Offices to ascertain that the most number of students be allowed to read it, in the soonest possible time.

We hope that our request will be given your most immediate and favorable consideration.

Yours in public service,

M. G. Domogan 1/23
 for **MAURICIO G. DOMOGAN**
 City Mayor

To All School Administrators, Principals & Teachers In-Charge
 (Elementary & Secondary)
 FOR YOUR INFORMATION & APPROPRIATE ACTION
 FEDERICO P. MARTIN, Ed.D, CESO, VI
 Schools Division Superintendent

C/O ma'm Malin



Republic of the Philippines
Office of the City Mayor
PUBLIC EMPLOYMENT SERVICE OFFICE
City Hall, Baguio City



The City Government of Baguio through the Public Employment Service Office (PESO) announces the start of registrations for qualified students who wish to avail of the **Special Program for the Employment of Students (SPES) Program** for the year 2018. The SPES Program, as provided for by R.A. 7323, and as amended by RA 9547 and further amended by RA 10917, is to help poor but deserving students finish their studies by giving them employment opportunities during their school breaks.

The Registration Schedules:

a. SPES Babies

January 16, 17 and 23, 2018 – from 8 AM to 5 PM

January 18 and 19, 2018 – from 1 PM to 5 PM

b. SPES New

January 24, 27 and 30, 2018 – from 8 AM to 5 PM

January 25 and 26, 2018 – from 1 PM to 5 PM

Interested applicants must PERSONALLY REGISTER / APPLY at the BAGUIO MULTIPURPOSE HALL, Baguio CITY HALL.

Qualifications of interested SPES Registrants / Applicants:

1. Must be bona-fide Baguio residents
2. Must be physically-fit
3. Must be 15 -30 years old at the time of registration
4. Must be currently enrolled, or a student who has not been able to enroll for the past semester/ academic year but is intending to enroll this coming semester/ academic year
5. Must have garnered an average passing grade during the last school term attended
6. Must belong to families whose parents' or guardians' joint incomes, including his own, if any, do not exceed **P130, 620.00** per year after tax deductions.

Requirements for Registration:

Registrants must bring the following documents with them for EVALUATION / VALIDATION:

1. Original copy of Birth Certificate issued by the Phil. Statistics Authority (formerly NSO) or by the Local Civil Registrar (LCR) if Baguio born.
2. High School students must present last year's grades for SY 2016-2017, while College and Vocational students are requested to present their grade / grades from the Last Semester of Academic Year, either original or certified true copy.
3. Original / Certified true copy of parents' or guardians' latest Income Tax Return (ITR) duly filed w/ the BIR or Certificate of Tax Exemption issued by the BIR including the sworn statement of affidavit if parents or guardians are exempt from paying taxes, for the year 2017.

***Applicants must submit 3 sets of photocopies of the requirements for its evaluation / validation**

This year the program shall be held in 2 tranches; (1) April 23 to June 04, 2018, and (2) June 11 to July 23, 2018.

EXAMINATIONS for all NEW REGISTERED applicants shall be held on Sunday, February 11, 2018 at 8:00 a.m. onwards at the Doña Josefa Elementary School.

Please be guided accordingly...

