



Republic of the Philippines
Department of Education
Cordillera Administration Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City, 2600
Website: www.depedpines.com / Email: depedbaguiocity@gmail.com
Telefax: 442-7819



Division Memorandum No. 507, S. 2018
Series of 2018

To: Public Elementary and Secondary School Heads
Public Elementary and Secondary School Head Teachers
PSDS, EPS
All Concerned

FIELD STAFF MEETING

1. This is to announce to the field that there will be a **FIELD STAFF MEETING** on March 23, 2018 at eight o'clock in the morning at the Division Office Conference Hall.
2. The agenda of the meeting is the School Year-End Rites and reports as stated in DepEd Order No. 6, series of 2018 and Division Memorandum 79, series of 2018.
3. All school heads are required to attend the meeting and in case of absence due to a valid reason, the concerned school head should send an authorized representative.
4. All concerned are enjoined to bring a copy of the following for reference:
 - a. DepEd Order 36., series of 2016 – Policy Guidelines on Awards and Recognition for the Kto12 Basic Education Program
 - b. DepEd Order 58, series of 2017- Adoption of New Forms for Kindergarten, Senior High School, Alternative Learning System, Health and Nutrition and Permanent Records
 - c. DepEd Order No. 6, series of 2018- School Year 2017-2018 Kto12 Basic Education Program End of School Year Rites
 - d. Division Memo 79, series of 2018 – Reminders for End of School Year Rites.
5. For immediate dissemination and guidance.


FEDERICO P. MARTIN, EdD, CEEd, CESO V
Schools Division Superintendent