



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
#82 Military Cut-off, Baguio City
Tel. No.: (074) 442-7819



DIVISION MEMORANDUM

No. _____ s. 2018

**TO: SGOD and CID CHIEFS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
EDUCATION PROGRAM SUPERVISORS
ELEMENTARY AND SECONDARY SCHOOL HEADS
UNIT/SECTION HEAD
ALL OTHERS CONCERNED**

SUBJECT: DIVISION FIELD STAFF MEETING

DATE: DECEMBER 28, 2018

1. This is to announce to the field that there will be a **DIVISION FIELD STAFF MEETING** on **January 3, 2019** at **1:30** in the afternoon at the **Division Office Conference Hall**.

2. Agenda:

- Family Day
- Issues on transfer of teachers
- Other matters

3. Attendance is a must.

4. For information, guidance and strict compliance.

Federico P. Martin, EdD, CEEd, CESO V
Schools Division Superintendent

For the SDS


Roberto R. Gonzales
Administrative Officer V