



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-Off, Baguio City
Tel. No.: 446-6138 Fax: (074) 442-7



DIVISION MEMORANDUM

TO : All Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Secondary School Principals
Elementary School Principals
Administrative Officers
Teachers-In-Charge
Public Elementary and Secondary School Teachers
Non-Teaching Personnel, and
All Others Concerned

FROM : **FEDERICO P. MARTIN, Ed.D., C.Ed.D., CESO V**
Schools Division Superintendent

SUBJECT : **Authorization to Conduct Validation and Monitoring Activities
Relative to the 2018 Infrastructure Projects of the Division Office**


DATE : February 1, 2019

This is to designate Mr. Harris Dizon, Jr., ITO I of this Division, as an authorized representative of the Procuring Entity (SDO Baguio City) to conduct validation of all records and documents, and monitoring (on-site or otherwise) of the following 2018-procured infrastructure projects of the Division Office:

1. Conservation and Restoration of Gabaldon School Buildings;
2. Repair of Classrooms;
3. Repair of Calamity-Damaged School Buildings;
4. Electrification of Un-Energized Schools and Modernization of Electrical System of On-Grid Schools (Batch 1 and 2); and
5. CY 2018 Quick Response Fund – Repair/Rehabilitation of Classrooms; Construction of Slope Protection.

All school heads concerned are hereby ordered to cooperate with Mr. Dizon who is hereby required to submit a regular report thereon to the undersigned.

For immediate dissemination, and for compliance.


FEDERICO P. MARTIN, Ed.D., C.Ed.D., CESO V
Schools Division Superintendent/
Head of the Procuring Entity