

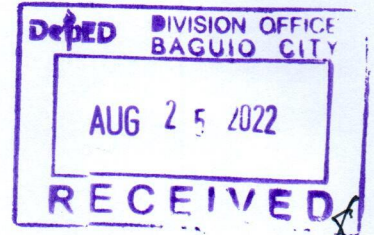


Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Division of Baguio City



**BAGUIO CITY SCHOOLS TEACHERS & EMPLOYEES ASSOCIATION
 (BCSTEA)**

August 24, 2022



FEDERICO P. MARTIN, EdD, CEEd, CESO V
 Schools Division Superintendent
 Division of Baguio City
 Military Cut-off, Baguio City

Sir:

Baguio City Schools Teachers and Employees Association will be holding a **Tree Planting** activity on August 29, 2022, at eight o'clock in the morning at Buyog Watershed, nearby West Quirino Hill Basketball Court.

In this regard, may we seek your official endorsement of this activity through the issuance of a Division Memorandum requesting all the **Faculty Presidents** from SDO-Baguio **Elementary Schools** to participate on the said activity.

We look forward to your positive response to this request.

Thank you and warmest regards.

Very truly yours,

ORDEN V. CAYSO
 President

To: Chief, CID
 PSDS

For: Information and dissemination enjoining participation on a voluntary basis.

Thanks:

* Food shall be chargeable against BCSTEA fund.

* Bring your own tools.