



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

July 28, 2023

DIVISION MEMORANDUM

No. **298-2023**

**SUBMISSION OF REQUIREMENTS FOR STUDENT INCENTIVES FUNDED
UNDER THE GENERAL FUND OF THE CITY**

To: All Public Schools District Supervisors
Public Schoolheads
Others concerned

1. Relative to Local School Board Resolution No. 13, s. 2019 titled "A Resolution for the guidelines on the provision of student incentives for deserving Elementary and Secondary Learners in the Schools Division of Baguio City funded under the General Fund of the City", this Office hereby directs all the Schoolheads to submit the following requirements for SY 2022-2023 Student Incentives on or before **August 04, 2023**:

a) Academic Excellence Award, School Paper Staffers, Sports Achievers, and School Band Members

a.1. Duly signed certification by the Schoolhead that the students garnered the highest and the second highest unrounded General Weighted Average (GWA); that the student is Editor-in-Chief, Assistant Editor-in-Chief, and Managing Editor for Junior High School, and Editor-in-Chief for Elementary School; that the learner is a gold medalist in the Palarong Pambansa of the Current School Year (Individual and Group events); and that the learners are members of the School Band.

b) Special Incentives (Science Class, Sports, Arts, Journalism, and foreign language)

b.1. Duly signed payroll by the Schoolhead.

2. The format for the Certification can be downloaded at DepEd Pines.

3. For further clarifications, and other concerns, please contact **Ms. Honeylette Engngeg** through this landline number (074) 442-7819.

4. For information, guidance, and dissemination.

SORAYA T. FACULO PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

