



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

November 03, 2023

DIVISION MEMORANDUM

No. 446-2023

To: SGOD and CID Chiefs
Public Schools District Supervisors
Social Mobilization and Networking Section
Elementary and Secondary School Heads

**PARTICIPANTS TO THE CONDUCT OF ADOPT-A-SCHOOL PROGRAM (ASP)
ORIENTATION AND PLANNING**

1. Relative to Regional Memorandum No. 553, s. 2023 on **Adopt-A-School Program Orientation and Planning** which will be held at the NEAP-Regional Office Hall on November 6-7, 2023, the following personnel are required to attend the activity:

No.	Name	Position	Office
1	Rosie Beel Marzo	Public Schools District Supervisor	District 5
2	Zenaida L. Kunayon	School Head – Elementary Level	Dominican-Mirador Elementary School
3	Stephen C. Dorianio	School Head – Secondary Level	Lindawan National High School
4	Amil S. Flamiano	Education Program Specialist II	Social Mobilization and Networking Section
5	Juliet D. Piok	Senior Education Program Specialist	Social Mobilization and Networking Section

2. The activity aims to update the participants on ASP and building partnership strategies, monitoring, and evaluation on Brigada Eskwela implementation and prepare action plan to address issues and concerns.

3. Social Mobilization and Networking participants are required to bring their laptop for the planning session.

4. Arrival of participants will be on November 6, 2023 (Day 1) at 6:00 AM. First meal will be breakfast of Day 1 and last meal will be afternoon snack of Day 2, November 7, 2023. Travelling expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.





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

5. This memorandum will serve as Authority to Travel for the listed participants.
6. Immediate dissemination of this memorandum is desired.

SORAYA T. MACULO PhD, CESO VI
Assistant Schools Division Superintendent
OIC – Office of the Schools Division Superintendent

