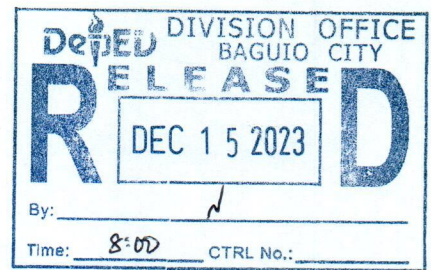




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY



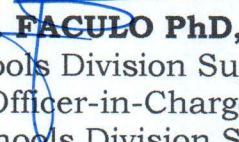
December 14, 2023

OFFICE MEMORANDUM
No. **028-2023**

RESCHEDULING OF THE CONDUCT OF SCHOOLS DIVISION OFFICE YEAR-END UPDATES AND THANKSGIVING PROGRAM FOR CY 2023

To: All Chief Education Program Supervisors
Public Schools District Supervisors
Education Program Supervisors
Section/Unit Heads
Others concerned

1. The Schools Division Office Year-End Updates and Thanksgiving Program originally scheduled on December 18, 2023 is hereby rescheduled to **December 22, 2023, 8:30 A.M. at the SDO Training Hall**, in consideration of the Regular Management Committee Meeting where the attendance of the top management is mandatory.
2. Attire of employees for the activity will be shades of red or green instead of the Gatsby attire as earlier announced.
3. All approved leave applications for December 22, 2023 prior to this memorandum would be reverted back as the employees' earned leaves.
4. Immediate dissemination of and compliance with this memorandum is desired.


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

