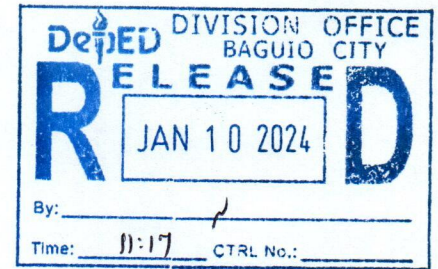




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY



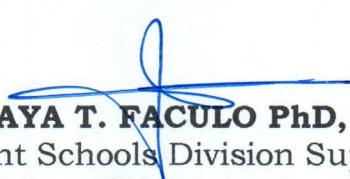
January 10, 2024

DIVISION MEMORANDUM
No. **015-2024**

MEETING OF ALL SCHOOL ADMINISTRATIVE OFFICERS AND SCHOOL PERSONNEL IN-CHARGE OF PERSONNEL ACTIONS

To: All Public Schools District Supervisors
Public School Heads
School Administrative Officers
Personnel in-charge of personnel Actions (IU)
Others Concerned

1. This Office, through the Administrative Section, will be conducting a meeting on January 11, 2024, 2:30 P.M. at the Division Training Hall.
2. The meeting aims to create a forum for proper communication, collaboration, and coordination across different schools within the Division with regard to personnel actions.
3. Participants to this meeting are all the Administrative Officers of the School and personnel in-charge of personnel actions of the implementing units. Attendance is compulsory.
4. The Location Slip duly approved by the Schoolhead serves as the official Certificate of Appearance of all concerned.
6. For information and immediate dissemination.


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

