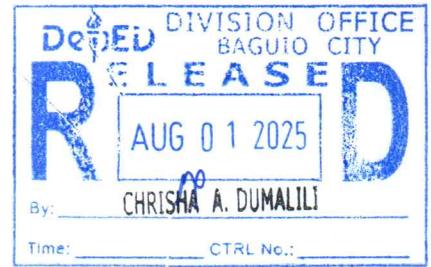




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OF BAGUIO CITY



August 1, 2025

DIVISION MEMORANDUM

No. **449-2025**

NOTICE OF MEETING FOR SEF-PAID PERSONNEL

To: Chief Education Supervisors
 Public School Heads
 School Administrative Officers
 SEF-Paid Non-Teaching Staff
 All Others Concerned

1. To enhance employees' engagement by deepening understanding on the organization's mission, vision and mandates, this Office through the Administrative Services, will conduct a meeting for SEF-paid employees on August 8, 2025, at 2:30 PM at the SDO Training Hall.

2. The agenda to be discussed are as follows:

I.	Registration/ Preliminaries	Aisa Acelyn Dy C. Torres
II.	Meeting Proper 1. Discussion on the result of the Employee Engagement Survey for 2024. 2. Conduct of Employee Engagement Survey 3. Update on HR actions	Ms. Janine Bengao Administrative Officer II City Human Resource Management Office
III.	ASDS Time	ASDS Carmel F. Meris
IV.	Closing Time	

3. School heads/school administrative officers are hereby directed to advise the aforementioned personnel in their respective schools to attend the meeting and to secure locator slip.

4. For information, guidance and strict compliance.

SORAYA T. FACULO PhD, CESO VI
 Schools Division Superintendent

OSDS/

