



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

December 3, 2025

OFFICE MEMORANDUM

No. **094,2025**

**CONDUCT OF CAPABILITY BUILDING OF SDO BAGUIO OFFICE EMPLOYEES
 AND YEAR END REVIEW**

To: Assistant Schools Division Superintendent
 Chiefs
 Education Program Supervisors
 Public School District Supervisors
 All Others Concerned

1. This is to announce the Conduct of Capability Building and Year End Review of SDO Baguio City Office Personnel on **December 10, 2025 at 8:00 AM** onwards at Olive Town Center Hotel, #99 lower General Luna Road, Baguio City.

2. The objectives of the said activity are the following:
 a. to present and evaluate the office's accomplishments and performance for 2025;
 b. to provide an avenue for reflection, fellowship, and team building;
 c. to advocate Sustainable Development Goal 4 (SDG 4) to ensure inclusive and equitable quality education and promote lifelong learning opportunities for all; and
 d. to inspire the workforce towards greater productivity and unity for the year ahead.

3. The participants are the following:

SDS	1
ASDS	1
CID Chief	1
Other SDO Office Personnel	105
Learning Resource Provider	2
Total	110

4. To promote eco- friendly environment and zero waste management, kindly bring your own tumbler.

5. Immediate dissemination of this memorandum is desired.

SORAYA T. FACULO PhD, CESO V
 Schools Division Superintendent



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
 Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph

DepEd Tayo Baguio City

<https://depedpines.com>