



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



December 16, 2025

OFFICE MEMORANDUM

No. 097,2026

NOTICE OF MEETING OF PROGRAM FOCALS

To : All Identified Personnel

1. Relative to the recently conducted activities of the Schools Division Office, this office announces that there will be a meeting with the activity focals on **December 19, 2025, 9:00 AM** at the **2nd floor Mini-Conference Hall, Division Office**.
2. The meeting objectives include:
 - a. To evaluate recently conducted activities; and
 - b. Provide guidance for improvement on conduct of future activities.
3. The program focals are as follows:

PROGRAM / ACTIVITY		FOCAL
1	Capability Building of SDO Baguio Office Employees and Year End Review	Asuncion C. Saguid, SEPS
2	Loyalty and Service Awards Program	Nieves D. Ebanio, AO V
3	ReSPECT: Recognizing Sponsors, Partners, Educators and Celebrating Ties	Juliet D. Piok, SEPS
4	Orientation on the 2026 Search for Metrobank Outstanding Filipinos	Jovelyn T. Balantin, SEPS

4. The meeting participants are as follows:

NAME		POSITION/DESIGNATION
1	Carmel F. Meris	OIC – Assistant Schools Division Superintendent
2	Juliet C. Sannad	CES, CID Chief
3	Niño M. Tibangay	CES, SGOD Chief
4	Asuncion C. Saguid	SEPS – SMME
5	Nieves D. Ebanio	Administrative Officer V
6	Juliet D. Piok	SEPS – SocMob
7	Jovelyn Petra T. Balantin	SEPS – HRDS

5. Immediate dissemination of this Memorandum is desired.

SORAYA T. FACULO PhD, CESO V
 Schools Division Superintendent

