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

DepED DIVISION OFFICE BAGUIO CITY
RELEASED
OCT 30 2026
By:
Time: CTRL No.:

October 30, 2026

DIVISION MEMORANDUM
No. 745-2026

NOTICE OF MEETING OF ALL NON-TEACHING PERSONNEL

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisor
Public Schools District Supervisors
Section/Unit Heads
Non-Teaching Personnel (SEF & NATIONAL PAID)
All Other Concerned

1. This office announces the conduct of Non-Teaching personnel meeting on November 4, 2026 from 1:00 PM onwards at the Division Office Conference Hall.

2. The agenda to be discussed are as follows:
   a. Constitution and By-Laws
   b. CNA Profile Submission (National Paid Employees)
      Pre-work: Kindly download the template and upload the accomplished template in the assigned folder in this link **https://tinyurl.com/SDOBAGUIOCNA2026** on or before November 3, 2026 for consolidation purposes. (to be accomplished by School AOs)
   c. Other Matters

3. Immediate and wide dissemination of this memorandum is desired.

Digitally signed by Soraya T. Faculo
Date: 2026.10.30 15:46:10 +08'00'

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent

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