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

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

November 24, 2026

OFFICE MEMORANDUM
No. 080, 2026

NOTICE OF FOLLOW-UP MEETING ON THE MANAGEMENT AND UTILIZATION OF THE LOT AWARDED TO THE SCHOOLS DIVISION OFFICE

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD)
All Others Concerned

1. In line with the matters discussed during the initial meeting on the management and utilization of the lot awarded to the Schools Division Office, a follow-up meeting is hereby scheduled to discuss the pending concerns and agree on the next steps regarding the property.

2. The meeting will be held on December 9, 2026, at 9:00 a.m. at the SDO Conference Hall.

3. In this regard, the following officials and representatives are requested to attend the meeting:
   a. Samuel T. Egsaen Jr., Assistant Schools Division Superintendent
   b. Niño M. Tibangay, Chief Education Supervisor (SGOD)
   c. Atty. Annette L. Doyao-en, Attorney III
   d. Belen R. Tomin, Budget Officer III
   e. Lilibeth G. Degsi, Accountant III
   f. Nieves D. Ebanio, Administrative Officer V
   g. Vima D. Cadungog, Administrative Officer IV
   h. BCSTEA Representatives (President, Board Members and Advisers)

4. The attendance of the concerned BCSTEA representatives is requested to ensure that the matters are properly discussed and the necessary actions are agreed upon.

5. For information and guidance.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent

OaSDS/STEJr/nde

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