

## Republic of the Philippines DEPARTMENT OF EDUCATION Cordillera Administrative Region Schools Division Office of Benguet

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DEPARTMENT OF EDUCATION

Benguel Division

## **DIVISION MEMORANDUM** <u>0 7 8 s.</u> 2 0 1 6 April 22, 2016

To:

**Education Program Supervisors Public Schools District Supervisors** 

School Heads of Elementary and Secondary Schools

Section Heads of the Schools Division Office

All Teachers

SUBJECT:

SUBMISSION OF ARTICLES AND PHOTO CONTRIBUTIONS FOR THE JANUARY-JU-VE

**2016 ISSUE OF THE ADIVAY NEWSLETTER** 

- 1. The Schools Division Office is now accepting articles and photo contributions for the next is sue of the Adivay Newsletter, the official publication of the Schools Division of Benguet.
- 2. Articles could be in the form of news, feature and opinion. Due to limited space, however, feature and opinion articles should not be more than 1,000 words.
- 3. Photo contributions should be properly captioned while the name of the photographer should be indicated.
- 4. At least three to five pages of the newsletter will be afforted for articles written in Filipino. Such being the case, writers using the Filipino language are also encouraged to submit their contributions either in news or in feature forms.
- 5. To give time for editing the articles and lay outing of the newsletter, the deadline for submission of articles and photo contributions shall be on or before May 25, 2016. Articles and photos may be sent thru the following email addresses: mbmaisnes@before.com or insneispecking@yenos.com.ph
- 6. For further inquiries, please contact 09291836213 or 09179622746.
- 7. Immediate and wide dissemination of this memorandum is desired.

FEDERICO P. MARTIN, Ed.D., CESO VI

**Schools Division Superintendent**