
	<p>Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet</p> <p>Tel. No. 422 6570 Email Add-benguet@deped.gov.ph</p>		<p>Document Code: SDO-BENG-QF-OSDS-SDS-004</p> <p>Revision: 00</p> <p>Effectivity date: 09-03-2018</p>
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**TO: Public Schools District Supervisors and Coordinating Principals (PSDS/CPs)
 Elementary School Heads and Secondary School Heads**

FROM: MARIE CAROLYN B. VERANO, CESO VI
 Schools Division Superintendent

**SUBJECT: MEETING ON THE TRANSFER OF BOOKING OF THE SALVAGED MATERIALS/ROOF FROM
 DIFFERENT SCHOOLS**

DATE: 01 April 2019

DEPARTMENT OF EDUCATION
 SCHOOLS DIVISION OFFICE - BENGUET
 APR 03 2019
NESTOR L. BOLAYO
 Public Schools District Supervisor Benguet Division
 OIC-Asst. Schools Division Superintendent

1. The PSDSs/CPs for the districts of Buguias, Kabayan, Kapangan, Kibungan, Mankayan and Tublay as well as the Schools Heads and Property Custodians of Cayapas Elementary School, Amgaleyguey Elementary School, Pasbol Belino Elementary School, Albis Elementary School, Tonguey-Nalusbo Elementary School, Moran Elementary School, Sagpat Elementary School, Ballay Elementary School, Am-am Elementary School and Governor Bado-Dangwa Agro Industrial School (GBDAIS) are hereby requested to attend the meeting **on April 15, 2019 at 9:00 in the morning which is to be held at the SDO Benguet-Adivay Hall.**
2. The expected agenda are the following:
 - a. Transfer of booking to Loo National High School the roofs or salvaged materials from different schools due to the former school's need of twenty (20) makeshift classrooms; and,
 - b. Other related information
3. Immediate and wide dissemination of this memorandum to all concerned is highly enjoined.