



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OFFICE OF BENGUET**  
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November 11, 2015

**Division Memorandum**

No. **180.2015**

To: Public Schools District Supervisors  
Coordinating Principals  
School Heads of Public Elementary and Secondary Schools  
BSU President

**Subject: Division Meeting of District Screening Committee**

From: **FEDERICO P. MARTIN, Ed.D., CESO VI**  
OIC, Schools Division Superintendent

1. In order to come up with a more systematic, accurate and up to date submission of required documents of athletes and coaches in connection with the conduct of the 2015 Provincial Athletic Meet on December 9 to 12, 2015, there will be a meeting of all District Screening Representatives at the Schools Division Office Adivay Hall on November 16, 2015 (Monday) at 8:00 AM to 12:00 noon.
2. Participants to this meeting are the members of the screening committee from the public elementary and secondary schools and Benguet State University representative (see enclosure).
3. Participants must bring along with them their flash drives for the blank forms.
4. Lunch and snacks shall be provided charge to Special Education Fund (ESF) of the Province of Benguet while fare and other incidental expenses incurred in connection with this meeting shall be borne by the participants chargeable to local funds.
5. For your information and guidance.