

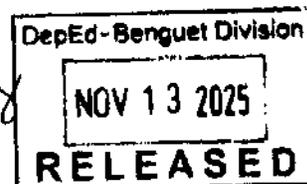


Republic of the Philippines  
**Department of Education**  
Schools Division of Benguet

November 12, 2025

MEMORANDUM

No: 543 s.2025



TO: Assistant Schools Division Superintendent  
Chief Education Supervisor (SGOD & CID)  
SDO Staff and Personnel (OSDS, CID, SGOD)  
Secondary and Elementary School Principal  
Head Teachers/Teacher-in-Charge, Teaching and Non-Teaching Personnel  
All Others Concerned

DATE: November 12, 2025

SUBJECT: **CORRIGENDUM TO MEMORANDUM NO. 511 AND 526**  
**"ONBOARDING OF NEWLY HIRED ADMINISTRATIVE OFFICER II"**

1. Pursuant to Division Memoranda Nos. 511 and 526 titled "*Onboarding of Newly Hired Administrative Officer II,*" all concerned participants are hereby informed of the rescheduling of the activity from **November 10-11, 2025** to **November 18-19, 2025**, due to the work suspension caused by Typhoon Uwan. The activity will still be held at **Calajo Resto, Km 6, La Trinidad, Benguet**.
2. All other provisions stated in the previous memoranda shall remain in effect.
3. Immediate dissemination and strict compliance with this memorandum are desired.

  
**ESTELA P. LEON-CARINO EdD, CESO III**  
Regional Director and  
Concurrent Officer-in-Charge  
Office of the Schools Division Superintendent



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