



Republic of the Philippines
Department of Education

REGION III

BATAAN HIGH SCHOOL FOR THE ARTS



SCHOOL MEMORANDUM

No. 110, s. 2025

JUL 09 2025

**ADDITIONAL DISPENSER AND DELIVERY OF WATER
FOR BHSA AND PSALM DORMITORY**

To: Chief, Functional Division
Basic and Arts Education Teachers
Young Artists
Parents and Guardians
All Others Concerned

1. In the delivery of quality education, BHSA is committed in ensuring proper monitoring of health and wellness of the young artists, teachers, and non-teaching personnel. This Office, through the collaboration with Administrative Division and in coordination with Student Affairs Division, informs all personnel and stakeholders the **additional hot and cold water dispenser/water gallon with faucet** to be installed in each villa at PSALM, starting on **July 8, 2025**.
2. **BHSA acknowledges the importance of drinking water as one of the basic necessities** aligned with its commitment to provide nutritious meals, comfortable shelter, and quality education. Hence, the school provides young artists, teachers, and non-teaching personnel an easy access to a clean drinking water. With this, learners are encouraged to bring their tumbler/bottled water and refill their container not later than 10 p.m. of each midnight.
3. To communicate the additional potable water source and schedule of delivery of supply, **Ms. Avegail A. Vicente**, Administrative Officer V, is directed to coordinate the schedule with the meals supplier. Attached is the proposed schedule for the delivery and their specific destination (*see Enclosure 1*).
4. To facilitate the weekly supply and delivery of water container to PSALM Villas, **Ms. Cecille Del Monte**, Dormitory Aide, shall accomplish the Delivery Form (*see Enclosure 2*) and submit the report every Friday to **Mr. Christian Rodriguez**, Administrative Officer I, who is in-charge in the monitoring of the delivery in BHSA (*see Enclosure 3*) to consolidate all reports.
5. For other concerns, visit the HRU-Administrative Office and/or email us at hr1.bhsa.bataan@deped.gov.ph.
6. Wide dissemination and strict compliance of this Memorandum is directed.

MIA ARIANA P. MANCIONGCO, PhD
Director III
School Director

Encl.: None

Reference: as stated

To be indicated in the Perpetua Index under the following subjects

WELLNESS

HEALTH

AD02/AD06 July 8, 2025



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RECEIVED
DATE: 7-9 TIME: 13:37
BY: [Signature]

Enclosure 1 of School Memorandum No. 110, s. 2025

Schedule of Water Delivery

JUL 09 2025

Day of Delivery	Quantity of Containers/Gallons	Destination
Monday	20	Admin Building (BHSA)
Tuesday (26)	4	A8 (PSALM)
	4	A9 (PSALM)
	4	D5 (PSALM)
	4	D18 (PSALM)
	4	D21 (PSALM)
	4	D31 (PSALM)
	2	D17 (PSALM)
Thursday	15	Admin Building (BHSA)
Friday (18)	3	A8 (PSALM)
	3	A9 (PSALM)
	3	D5 (PSALM)
	3	D18 (PSALM)
	3	D21 (PSALM)
	3	D31 (PSALM)



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Enclosure 2 of School Memorandum No. 110, s. 2025

JUL 09 2025

Report on the Delivery of Water Supply in PSALM

Destination	Containers/Gallons		Remarks
	Expected Quantity	Delivered Quantity	
Date: Signature:			
A8 (PSALM)	4		
A9 (PSALM)	4		
D5 (PSALM)	4		
D18 (PSALM)	4		
D21 (PSALM)	4		
D31 (PSALM)	4		
D17 (PSALM)	2		
Date: Signature:			
A8 (PSALM)	3		
A9 (PSALM)	3		
D5 (PSALM)	3		
D18 (PSALM)	3		
D21 (PSALM)	3		
D31 (PSALM)	3		
Date: Signature:			
A8 (PSALM)	4		
A9 (PSALM)	4		
D5 (PSALM)	4		
D18 (PSALM)	4		
D21 (PSALM)	4		
D31 (PSALM)	4		
D17 (PSALM)	2		
Date: Signature:			
A8 (PSALM)	3		
A9 (PSALM)	3		
D5 (PSALM)	3		
D18 (PSALM)	3		
D21 (PSALM)	3		
D31 (PSALM)	3		

