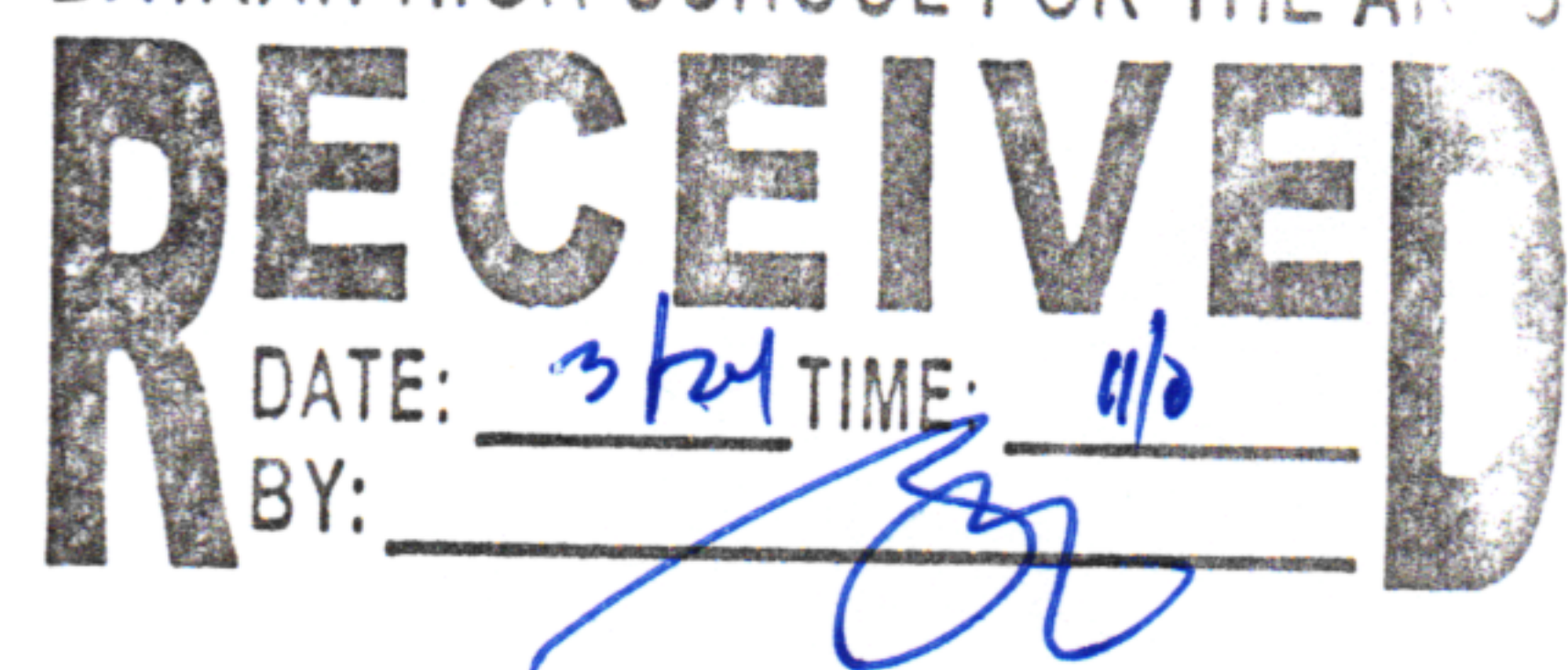




Republic of the Philippines
Department of Education
REGION III

BATAAN HIGH SCHOOL FOR THE ARTS

BATAAN HIGH SCHOOL FOR THE ARTS



SCHOOL MEMORANDUM

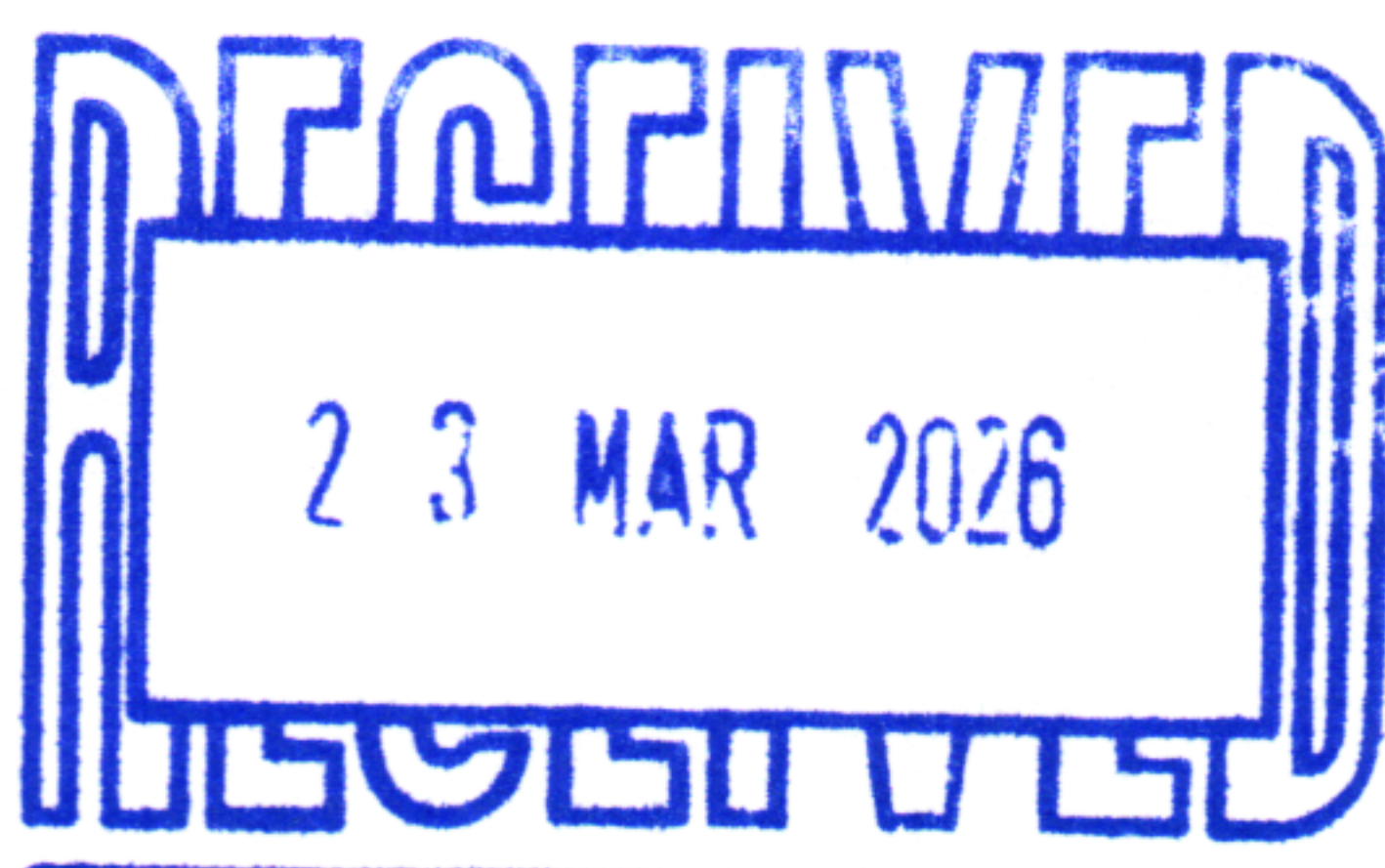
No. 089, s. 2026


MAR 24 2026

DISTRIBUTION OF ATM CARDS OF STUDENTS

To: Deputy Directors
Chief Administrative Officers
Chief Education Program Specialist
Teaching and Non-Teaching Personnel
All Others Concerned

1. In line with the school's initiative to promote efficient, secure, and cashless transactions, this Office announces the scheduled **Distribution of ATM Cards to Students** on **March 25, 2026, at 10:00 AM** at the **BHSA Conference Hall**.
2. All concerned students are advised to be present during the said schedule to personally receive their ATM cards and to facilitate proper documentation. Students who are attending the recollection will be given time to claim their ATM cards.
3. A nominal fee of P50.00 will be collected as the initial deposit for the ATM card.
4. The issuance of ATM cards to students aims to:
 - a. Provide a secure and convenient means for the disbursement of student allowances, stipends, and other allowable financial assistance;
 - b. Minimize the risks associated with cash handling and distribution within the school; and
 - c. Ensure a more efficient, transparent, and accountable system in the release of school-related financial support.
5. Attached are the Program of Activities, the list of non-teaching personnel required to attend, and the list of student recipients of ATM cards, for reference.
6. For your information and compliance.




MIA ARIANA P. DANCIONGCO, PhD
Director III
School Director

MAR 24 2026



Republic of the Philippines
Department of Education
REGION III
BATAAN HIGH SCHOOL FOR THE ARTS

Enclosure No. 1 to School Memorandum No. 089, s. 2026

MAR 24 2026

LIST OF NON-TEACHING PERSONNEL REQUIRED TO ATTEND

No.	Name	Position	Assignment of Responsibilities
1.	Imelda R. Villanueva	Administrative Officer IV	Registration
2.	Marisol Cunanan	Administrative Officer III	Program Coordinator
3.	Timi T. Labandilo	Nurse	Student Affairs Representative
3.	Christian Mangalindan	Administrative Assistant	Documentation/ Audio-Visual Assistant



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BATAAN HIGH SCHOOL FOR THE ARTS

Enclosure No. 2 to School Memorandum No. 089, s. 2026

MAR 24 2026

PROGRAM OF ACTIVITIES

TIME	ACTIVITY	IN-CHARGE
10:00-10:15	Opening Program Makabayan Song AVP Opening Remarks	AVP AVP Timi T. Labandilo Nurse
10:15-10:30	Message from Landbank of the Philippines	Representative from The Landbank of the Philippines
10:30-12:00	Distribution of ATM Card	