

Dear Valued Partners,

Warm Greetings from Baguio English Schools Association (BESA).

We would like to formally inform all partner schools, agents, and students of the **BESA Airport Pickup Service schedule, coordination setup, and operational guidelines**, which will take effect **starting March 22, 2026**.

This notice aims to ensure smooth coordination, proper scheduling, and clear understanding of airport arrival and transportation procedures.

## **1. Airport Pickup Schedule**

### **A. Manila Airport Pickup**

#### **Sunday Pickups**

1. 1:00 AM(VAN)
2. 8:00 AM(BUS)
3. 2:00 PM(BUS)
4. 8:00 PM(VAN)

#### **Operational Notes:**

- **Bus #2 & #3: On reserve**
- **#1 & #4: Under observation**, to assess passenger volume and operational efficiency.



## **B. Clark Airport Pickup**

### **Sunday Pickups**

1. 1:30 AM (*WALES & PINES only*)
2. 12:00 PM
3. 5:00 PM

### **Monday Pickup**

4. 1:30 AM (*JIC, BECI, A&J AND CNS-MONOL only*)

## **2. Transportation to Individual Schools**

After arrival in Baguio:

- **Van will take students from KIA (Marcos Highway) to their respective schools.**

Should you require any clarification or additional information, please do not hesitate to contact us through the appropriate coordination channels.

Thank you for your continued cooperation and support.

Sincerely,

Hyungbo Shim

President

**Baguio English School Association**

