



Republic of the Philippines
Department of Education
CARAGA REGION



July 15, 2021

REGIONAL MEMORANDUM

No. 523, s. 2021

To: REGIONAL AND DIVISION SUPPLY OFFICERS
ASSET MANAGEMENT UNIT STAFF
This Region

SEMI-ANNUAL CONVERGENCE MEETING OF REGIONAL AND
DIVISION SUPPLY OFFICERS: REVIEW ON PROPERTY AND
SUPPLY MANAGEMENT POLICIES IN DEPED CARAGA

1. The Department of Education Caraga Region through the Asset Management Unit shall conduct a Semi-Annual Convergence Meeting of Regional and Division Supply Officers: Review on Property and Supply Management Policies in DepEd Caraga on July 27, 2021 via Google Meet. The sessions can be accessed through this link <https://meet.google.com/iap-bupb-utc>.
2. The objectives of this activity are as follows:
 - A. Identify existing rules and policies of supply and property management implemented in the Region;
 - B. Share practices which require improvement for immediate action;
 - C. Draft recommendations for a contextualized policy implementation.
3. The participants to this activity are the Regional and Division Supply Officers and the Asset Management Unit Staff of the Regional Office.
4. Attached hereto is the program of the Activity.
5. Immediate dissemination of this Memorandum is highly desired.


EVELYN R. FETALVERO, PhD., CESO IV
Director IV, Regional Director

Encl/s.: As stated.

Reference/s: NONE

under the following subjects:

CONVERGENCE MEETING SUPPLY MANAGEMENT POLICIES

AMU/jrme
07/15/2021



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Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020

**SEMI-ANNUAL CONVERGENCE MEETING OF REGIONAL AND
DIVISION SUPPLY OFFICERS: REVIEW ON PROPERTY AND
SUPPLY MANAGEMENT POLICIES IN DEPED CARAGA**

July 27, 2021

Time	Activity	Facilitator/ Resource Speaker
8:00- 8:30 AM	Preparatory Activities	Joy Abastillas
8:30- 9:00 AM	Opening Program	John Rey Ebasco
9:00- 10:00 AM	Presentation of Key Result Areas of the Asset Management Unit/ Section	Zenylou Buyan
10:00- 10:30 AM	Open Forum	Zenylou Buyan
10:30- 10:40 AM	Health Break	
10:40- 12:00 NN	Preparation of Recommendations for Policy Contextualization	Zenylou Buyan Documenters: Nekkilyn Capon Jocelyn Monton
12:00- 1:00 PM	Lunch Break	
1:00- 2:00 PM	Presentation of Process Implementation in the Asset Management Unit/ Section vis a vis Existing Rules and Policies	Dante Sarno
2:00- 2:30 PM	Open Forum	Dante Sarno
2:30- 2:40	Health Break	
2:40- 4:00 PM	Preparation of Recommendations for Policy Contextualization	Zenylou Buyan Documenter: Nekkilyn Capon Jocelyn Monton
4:00- 4:30PM	Closing Program	John Rey Ebasco