



Republic of the Philippines
Department of Education
REGION XIII-Caraga
Butuan City



July 16, 2018

REGIONAL MEMORANDUM

NO. 375 S. 2008



ADDENDUM TO REGIONAL MEMORANDUM No. 371 s. 2018
RE: INSTALLATION OF THE NEW REGIONAL DIRECTOR
AND TURN-OVER CEREMONY

1. The venue of the Installation of the New Regional Director and Turn-Over Ceremony on July 25, 2018 shall be at Grand Palace Hotel, Butuan City.
2. The participants to this activity shall wear the orange t-shirt (the 23rd anniversary t shirt)
3. Attached hereto is the different working committees.
4. Immediate dissemination of this Memorandum is highly desired.


BEATRIZ G. TORNO, Ph.D., CESO IV
Regional Director

INSTALLATION OF THE NEW OIC –REGIONAL DIRECTOR AND TURN-OVER CEREMONY

Grand Palace Hotel, Butuan City

July 25,2018

DIFFERENT WORKING COMMITTEES

Areas of concern	R.O In-Charge	Members
Program and Invitation/Tarpaulin	Mr. Ariem Cinco	Ruel Chavez Dr. Violeta Nunez
Stage/Hall/Venue/ Decoration	Mr. Raul L. Orozco	Agusan del Norte Romeo Fulgar Joey Abastillas
Mass	Mary Carolyn Gambe	Mrs. Paulita Lomonsod Mrs. Evelyn Salacata
Registration and Attendance	Dr. Caroline L.Guerta	Mr.Glenn Brongcano Jessa Prisco
ICT/Light/Sounds/ Video Presentation	Mr. Marcelino A. Ahon	Mr. Nerison Pitogo Mr. Cesar Salacata
Documentation	Mr. Ariem Cinco	Mr. Ruel Chavez Mr. Pedro Tecson
Certificates, Token, Souvenir	Mrs. Marilyn Antiquina	Mrs. Margie Delima Mrs. Meriam de la Rita Mr. Glen Aspe
Accommodation	Dr.Celsa Cataluna	Mrs,Leoniza Lavapiez Dr. Edmund Mendoza
Usher/Usherettes	Mrs. Carolina Niepes	Rhea Yparaguirre Dr.Gladys Mae Asis Ms.Soundy Manuel Dr. Madeline Amante Dr. Alejandro Macadatar RPSU Personnel
Food	Dr. Elizabeth A. Bautista	Mrs. Nelia Balacuit Mrs.Julita Erazo Mrs. Edita Dequino Dr. Marigold Silao
Transportation	Mr. Owen Ronald B. Elicano	Mr. Ronald Calo Mr. Nestor Berdera Mr. Manuel Marco III
Welfare Desk In-Charge	Dr. Josie Magsalay	