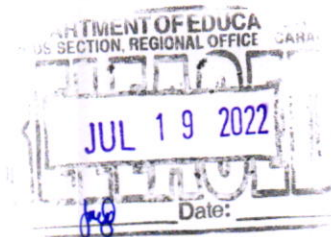




Republic of the Philippines
Department of Education
CARAGA REGION



July 18, 2022

REGIONAL MEMORANDUM

No. 0629, s. 2022

To: SCHOOLS DIVISION SUPERINTENDENTS
BUTUAN CITY AND CABADBARAN CITY DIVISIONS
This Region

ORIENTATION OF SCHOOL HEADS, REGIONAL AND DIVISION ENGINEERS ON
THE IMPLEMENTATION OF C.Y. 2021 LAST MILE SCHOOLS PROGRAM

1. There shall be an orientation cum meeting with the School Heads, Regional and Division Engineers on July 21, 2022 at Almont City Hotel, Butuan City.
2. The purpose of the orientation cum meeting is to guide School Heads and Engineers on the proper implementation of the construction of school buildings under the Last Mile Schools Program.
3. The participants of the orientation cum meeting are the following:

Office	Personnel/Staff
Education Facilitates Division, CO	Engr. Rommel Esplana – Area Manager Engr. Reichelle Pormilda – STA II
Regional Office	Engr. Sherwin P. Viajar – Regional Engineer Engr. Mariel Sosmeña – Electrical Engineer Engr. Roy Ritzi A. Cervantes – Electrical Engineer Engr. Patrick Manuel – Electrical Engineer Chery Hope Botona – Admin Assistant
SDO Butuan City	Engr. Michael Madria – Division Engineer School Head, Salvaion Indigenous Community Elementary School
SDO Cabadbaran City	Engr. Richard Buque – Division Engineer Jester Ceballos – Physical Facilities Coordinator School Head, Mahaba Elementary School

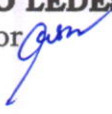
4. All participants shall accomplish the online Health Declaration Form through <https://bit.ly/RO13HealthDec> on July 20, 2022.



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



5. Participants are required to present Travel Authority upon arrival at the venue. They shall as well present vaccination card or negative antigen test result in conformance to Butuan City LGU Executive Order.
6. First meal provided for the participants shall be afternoon snacks on July 20, 2022 while last meal shall be breakfast on July 22, 2022. Hotel accommodation for the participants shall be provided on July 20-21, 2022.
7. Traveling expenses and pier diem of the participants shall be charged against local funds/MOOE subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination and compliance of this Memorandum are highly desired.


MA. GEMMA MERCADO LEDESMA
Regional Director 

Encl/s.: NONE

Reference/s: NONE

To be indicated in the Perpetual Index
under the following subjects:

ESS/spv
07/18/2022