



Republic of the Philippines
Department of Education
CARAGA REGION



May 31, 2023

REGIONAL MEMORANDUM

No. 0458, s. 2023

**To: SCHOOLS DIVISION SUPERINTENDENTS
ASST. SCHOOLS DIVISION SUPERINTENDENTS
RO FUNCTIONAL DIVISION CHIEFS
MANCOM SECRETARIAT
This Region**

NOTICE OF SPECIAL MEETING WITH SDSs, ASDSs, AND RO DIVISION CHIEFS

1. The field is hereby informed of the conduct of the special meeting on June 4-5, 2023 at Tagum City.
2. The agenda for this undertaking are as follows:
 - a. Discussions on the hauling process of goods, school furniture, and DCP packages from the regional warehouse;
 - b. Status of Big-Ticket activities (RFOT, NFOT);
 - c. Updates on CLMD Learning Camp;
 - d. Other matters.
3. The participants of the said meeting are the Regional Director, Assistant Regional Director, Schools Division Superintendents, Assistant Schools Division Superintendents, RO Division Chiefs and ManCom secretariat.
4. Participants are required to participate in the opening program of the Mindanao Cluster Qualifying Competition at 3 pm of June 4, 2023 at Tagum City.
5. First meal shall be AM snack on June 5, 2023 and the last meal shall be PM snack on June 5, 2023.
6. Traveling and per diem of the participants shall be charged against their respective MOOE/local funds subject to usual accounting and auditing rules and regulations.



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7. For queries and information, kindly contact the ManCom Lead Secretariat Mr. Pedro A. Tecson through his email address pedro.tecson@deped.gov.ph.
8. Immediate dissemination of this Memorandum is desired.

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director

Encl/s.: None
Reference/s: None
To be indicated in the Perpetual Index
under the following subjects:

SPECIAL MEETING

MANCOM

REXECOM

ICTU/mma
05/31/2023



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