



Republic of the Philippines
Department of Education
CARAGA REGION



November 20, 2023

REGIONAL MEMORANDUM

No. 117, s.2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

VIRTUAL REGIONAL COORDINATION MEETING OF DEPED ENGINEERS AND ARCHITECTS

1. The Education Support Services Division of the Regional Office will conduct a Virtual Regional Coordination Meeting of Engineers/Architects on November 24, 2023 @ 1:00 p.m., (link will be posted on the GC).
2. The agenda of the meeting are the following:
 - a. Reiteration of the grounds for administrative disciplinary action for field Engineers holding plantilla position;
 - b. Reiteration of the Terms of Responsibilities of Engineers and Architects under Contract of Service;
 - c. Pre-requisite documents to the National Implementation Planning Workshop on Five Year Comprehensive School Facilities Development Plan;
 - d. Guidelines on the usage of Regional and Division Offices DepEd Pick-Up; and
 - e. Other Matters
3. Participants of this meeting are the Regional and Division Engineers/Architect, DepEd Project Engineers/Architect (COS) in the region. No proxy is allowed.
4. For immediate dissemination and strict compliance 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:

BEFF

COORDINATION MEETING

MEETING

ESSD/spv
11/20/2023



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2023-11-18075

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 1