



JUN 26 2025

REGIONAL MEMORANDUM

No. 0628, s. 2025

To: Schools Division Superintendents
All Others Concerned

**SEMI-ANNUAL CONVERGENCE MEETING OF REGIONAL AND DIVISION
SUPPLY OFFICERS FOR THE FIRST SEMESTER OF 2025**

1. This Memorandum announces the conduct of the Semi-Annual Convergence Meeting of Regional and Division Supply Officers for the First Semester of 2025 on July 3 to 4, 2025, at DepEd Bislig City Division Conference Room, Bislig City.
2. This meeting aims to:
 - A. provide comprehensive updates and facilitate detailed discussions on existing and newly implemented rules and policies on supply and property management;
 - B. share best practices and identify areas requiring immediate intervention or procedural enhancement in current supply and property management operations;
 - C. formulate and draft actionable recommendations for contextualized policy implementations to address specific operational needs at both regional and divisional levels.
3. Attendance is required for all Asset Management Unit personnel from the Regional Office, and all designated Division Supply Officers from the Schools Division Offices.
4. Expenses incurred during this activity are chargeable against the MOOE funds subject to existing accounting and auditing rules and regulations. Travel expenses, accommodation, and per diem of the participants shall be charged against local funds subject to usual accounting and auditing rules and regulations.
5. Immediate dissemination of this Memorandum is highly desired.

MARIA INES C. ASUNCION

Director IV
Regional Director

Encl: None

Reference: None

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

ASSET

CONFERENCES

MEETINGS

POLICY

ASD/zfb

06/24/2025