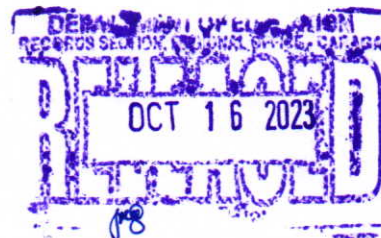




Republic of the Philippines
Department of Education
CARAGA REGION



October 13, 2023

REGIONAL MEMORANDUM

No. 0991, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This region

ADDENDUM/CORRIGENDUM TO RM NO. 0954, S. 2023 RE:
2023 DEPED CARAGA REGIONAL EDUCATOR'S AND
YOUTH LEADER'S SUMMIT ON CLIMATE ACTION

1. All SDOs are hereby informed that the billeting/accommodation of all the participants of the summit shall **no longer be provided** by DepEd Regional Office. Should the participants opt to billet at the hotel and/or request for meals/snacks after the event, the participants may claim for per diem and reimburse their travel expenses charged to their local funds.
2. Per agreement in the meeting, all SDO DRRMCs must be at the venue the latest at 6:00am to set-up their infographics and other-related displays, check on the assigned task areas, pre-test equipments (cameras, led walls, microphones, etc.), ensure that participants have taken their breakfast and are already settled an hour ahead of schedule.
3. SDOs must secure signed written consent from the parents/guardians of the students approving their participation. For the safety of the participants, especially the students, all SDOs are encouraged to use their office vehicles for travel and ensure that the students have reached their residence safely.
4. All participants shall have to bring a photocopy of their travel authorization and submit it to the secretariat at the registration area. Participants are requested to wear casual attire while students may wear their school uniforms and IDs.
5. To lessen wastage of supplies and avoid accumulation of non-biodegradable materials, there shall be no provision for plastic envelopes or name tags or leis. Participants may bring their own notebooks and pens, tumblers, or tote bags to practice re-use and upcycling.
6. The Division Nurse(s) of Butuan City are also requested to attend the event as first aid provider/s, namely: Mr. Mabini Baluyut and Ms. Armi De Chavez.



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2023-10-15635

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 2

7. For immediate dissemination.

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

BY THE AUTHORITY OF THE REGIONAL DIRECTOR:

JOEL B. ROSALES
Chief Administrative Officer

Encl/s.: NONE

Reference/s: NONE

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

CCAM SUMMIT YOUTH LEADERS

ESSD/mpb
10/13/2023



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Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	2 of 2