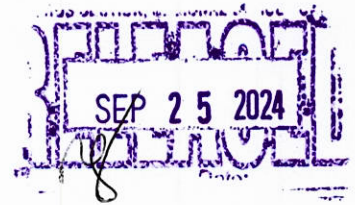




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
ASD – 2024 – 0997

To: Assistant Regional Director
Schools Division Superintendents

-) Division of Agusan del Norte
-) Division of Agusan del Sur
-) Division of Bislig City
-) Division of Butuan City
-) Division of Siargao
-) Division of Surigao City
-) Division of Surigao del Norte

All Others Concerned

**CONSULTATIVE MEETING WITH LAND BANK OF THE PHILIPPINES –
BUTUAN CITY BRANCH**

1. This Office hereby informs all concerned Schools Division Offices of a Consultative Meeting with the officials from the Land Bank of the Philippines – Butuan City Branch on September 26, 2024 at 9:00 O'clock in the morning, at the Silver Hall, DepEd Caraga Regional Office, Butuan City.
2. The primary objective of the meeting is to collaborate on matters relative to the opening of bank accounts and other related services that Land Bank can provide to support our employees, and offices on financial transactions.
3. The said meeting will be attended by the Regional Director, Assistant Regional Director, Chiefs of Administrative Services Division (ASD) and Finance Division (FD), and select unit heads and secretariat from the ASD and FD in the Regional Office. Schools Division Offices will be participated in by the Schools Division Superintendents, and their Accountant.
4. Participants will be served with morning snacks, charged against the Regional Office funds, and lunch, charged against Butuan City Division funds, subject to the usual accounting and auditing rules and regulations.
5. For information, guidance, and compliance.

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



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Encl.: none

Reference: none

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

EMPLOYEES

FUNDS

MEETINGS

SUPERINTENDENTS

ASD/mcd
09/25/2024



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