



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

July 30, 2020

OFFICE MEMORANDUM

No. **289**, s. 2020

To: Director III
Regional Office Division Chiefs, Unit, and Section Heads
QMS Team Leaders
All Others Concerned

CAPACITY BUILDING ON REMOTE SURVEILLANCE AUDIT PREPARATION

1. In relation to the August 13 External Audit, this Office will conduct a three-day **Capacity Building on Remote Surveillance Audit Preparation** on August 3, 4, and 11, 2020 at the Office of the Regional Director- Convergence Zone and the PPRD Conference Room, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.
2. This training aims to:
 - a. boost the confidence of the RO VIII Personnel in preparation for the actual remote surveillance audit;
 - b. organize all documented information; and
 - c. complete and finalize all logistical requirements and support of the said audit.
3. Attached is the copy of the Schedule of Activities wherein the participants are indicated as well.
4. All participants are reminded to strictly observe physical distancing and to wear face mask at all times. They are also required to bring laptops and necessary data/reports relevant to the said training.
5. The ICT Support Team will send the links to invite all participants to this training.
6. Meals and snacks will be provided for and shall be charged against Regional Fund, subject to the usual accounting and auditing rules and regulations.



7. Immediate dissemination of and compliance with this Memorandum are desired.



RAMIR B. UYTICO EdD, CESO IV
Director IV

HRDD- DSS

