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

September 05, 2022

**OFFICE MEMORANDUM**

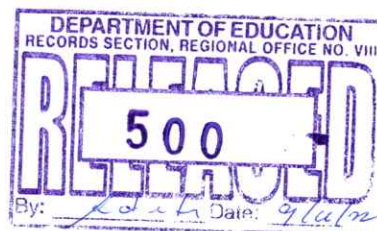
No. **500**, s. 2022

To: Chief of Administrative Division  
Supervising Administrative Officer  
Sections/Unit Heads  
All Others Concerned

**ORIENTATION ON PROGRAM MANAGEMENT INFORMATION SYSTEM (PMIS)  
OF THE ADMINISTRATIVE DIVISION**

1. This Office through the Administrative Division shall conduct a three day Orientation on Program Management Information System (PMIS) on September 7-9, 2022 at RTTC-RELC NEAP, Department of Education Regional Office VIII, Candahug, Palo, Leyte.
2. This activity aims to orient the PMIS focal of the sections and unit on the use of the System during procurement, reporting of accomplishments, and adjustment of targets.
3. The participants shall be served with one (1) meal and two (2) snacks per day charged against Administrative Division fund, subject to the usual accounting and auditing procedure.
4. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director *g*



AD-GSU-ATR



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