



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

October 06, 2022

**OFFICE MEMORANDUM**

No. **568**, s. 2022

**PROCUREMENT AND DOOR TO DOOR DELIVERY OF ROOFING MATERIALS TO IDENTIFIED SCHOOLS AFFECTED BY TYPHOON ODETTE IN THE SCHOOLS DIVISION OFFICE OF SOUTHERN LEYTE**

To: Schools Division Superintendent of Southern Leyte  
 Division Engineer  
 Division DRRM Coordinators  
 School Heads  
 All Others Concerned

- As finding to the recently conducted Field Visit in the Schools Division Office (SDO) of Southern Leyte together with the DepEd Central Office, DRRMS Rehabilitation and Recovery Team, the whole team noticed that some schools that were heavily affected by Typhoon Odette still need classrooms in preparation for the in-person classes.
- In this connection, the Department of Education Regional Office VIII, through the Education Support Services Division (ESSD) shall procure and deliver station to station roofing materials to the identified schools listed below.

School ID	School Name	District
122231	Benit Elementary School	San Ricardo
122235	Esperanza Elementary School	San Ricardo
122236	Kinachawa Elementary School	San Ricardo
122240	Pinut-an Elementary School	San Ricardo
303478	Pinut-an National High School	San Ricardo
501048	Saub Integrated School	San Ricardo
192019	Catbawan Elementary School	Pintuyan
122237	Manglit Elementary School	Pintuyan

- The Schools Division Office of Southern Leyte shall inform the identified schools of the above-mentioned augmentation.



4. The Schools Division Superintendent and the Division Engineer shall ensure that the procured materials are officially received by the concerned schools. Likewise, they shall monitor the utilization of said materials.
5. A picto-narrative report shall be submitted to the DepEd Regional Office VIII through the email address at [essd.region8@deped.gov.ph](mailto:essd.region8@deped.gov.ph).
6. The expenses incurred shall be charged against Regional Office Local Funds, subject to the usual accounting and auditing rules and regulations.
7. For the information and guidance of all concerned.

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

ESSD-SPSS-DRRM-TJCP

