



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

November 11, 2022

**REGIONAL MEMORANDUM**

No. **1273**, s. 2022

**CONDUCT OF REGIONAL MANAGEMENT COMMITTEE MEETING**

To: Director III  
Schools Division Superintendents  
Assistant Schools Division Superintendents  
Regional Office Chiefs and ORD Unit Heads  
SGOD and CID Chiefs  
All Others Concerned

1. To provide updates relative to the 5 days full in-person classes and discuss policies and actions that will address issues, concerns, and problems in accordance with the national educational policies, plans, and standards, this Office shall conduct a Face-to-face Regular Regional Management Committee Meeting **November 24-25, 2022**. The activity shall be hosted by Northern Samar Division.
2. The participants to the said activity are the following:

Regional Office	Regional Director Assistant Regional Director 1 ORD staff 8 Regional Office FD Chiefs 3 ORD Unit Heads Dr. Ryan R. Tiu Dr. Gertrudes C. Mabutin 3 Drivers
<b>SUBTOTAL</b>	<b>19</b>
Schools Division Office	13 SDSs 14 ASDSs 26 SGOD and CID Chiefs 13 Drivers
<b>SUBTOTAL</b>	<b>66</b>
<b>TOTAL NO. OF PAX</b>	<b>85</b>

3. A registration fee of Four Thousand Pesos (Php 4,000.00) shall be collected from each participant to cover expenses for food and accommodation which shall be charged against



local funds subject to the usual accounting and auditing rules and regulations. Travel expenses shall also be charged against local funds. First meal to be served is dinner of Day 0, **November 23, 2022**, and the last meal will be lunch on **November 25, 2022**.

4. The host division shall take charge of the procurement, prepare the venue, organize program of activities, and the minutes of the proper Mancom meeting.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.

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

ORD-PAU-JFC

