



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

August 14, 2023

**OFFICE MEMORANDUM**

HRDD-2023- 492

**ISSUANCE OF CERTIFICATE OF APPEARANCE  
ON VARIOUS ACTIVITIES CONDUCTED**

To: Director III  
Functional Division Chiefs  
All Others Concerned

1. As agreed during the Mid-Year Performance Review of Office Performance Review Form (OPCRF), the Certificate of Appearance shall be one of the Means of Verification (MOV) to be presented as proof of attendance to various activities conducted within or outside the DepEd Regional Office VIII.
2. In this connection, this Office, through the Training and Advocacy Team (TAT) and the Human Resource Development Division (HRDD), requires all project or activity proponents to issue Certificate of Appearance to all participants regardless of the number of days.
3. Immediate dissemination of and compliance with this Memorandum are desired.

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

HRDD-RVR

