



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

October 10, 2023

**REGIONAL MEMORANDUM**

ORD-2023- 1115

**ADDITIONAL PARTICIPANTS TO THE NATIONAL CONFERENCE OF  
PUBLIC ASSISTANCE COORDINATORS**

To: Dr. Mariza S. Magan  
Schools Division Superintendent

Jasmin F. Calzita  
Public Affairs Unit Head

All Others Concerned

1. In line with National Conference of Public Assistance Coordinators to be conducted on October 17-20, 2023, this Office requests the participation of the following Alternate Public Assistance Coordinators:
  - a. Floramay Q. Bacus  
Project Development Office II – Regional Office
  - b. Mary Ann C. Nichols  
Education Program Specialist II – Leyte Division
2. Considering the bulk of complaints raised through the PAAC, 8888, and CCB and other issues and concerns for Leyte Division and the Regional Office, the identified additional pax shall join the Regional and the Division Public Assistance Coordinators as official participants to the said activity.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.

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

Enclosures: None  
References: PAS-OD-2023-048

ORD-PAU-JFC



**Address:** Government Center, Candahug, Palo, Leyte  
**Telephone No.:** (053) 832-5738  
**Email Address:** region8@deped.gov.ph  
**Website:** <https://region8.deped.gov.ph>

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Kindly take note of the following schedule and reminders for the conference:

- a. The check-in date of participants shall be on **October 17, Tuesday, from 2:00 P.M. onwards** with dinner as the first meal, while the check-out shall be on **October 20, Friday**, with lunch as the last meal;
- b. Ensure that you have confirmed your attendance through the provided link. Accommodation shall be based on the confirmation of attendance and the basis of the participants' certificates;
- c. Kindly inform us if there will be any changes on the designated PAC of your respective division/region;
- d. Please bring your own working laptop and power strip; and
- e. Travelling expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations of the Department.

Should you have any questions or clarifications, you may contact Ms. Beverly G. Berame or Ms. Grazielle Anne A. Sarical, PAS-PAAC, through the following:

Email address: [depedactioncenter@deped.gov.ph](mailto:depedactioncenter@deped.gov.ph)  
Phone numbers: 8638-7530, 8633-1942  
Viber number: 09672498552

We are looking forward to your active participation. Thank you.




Republic of the Philippines  
**Department of Education**  
PUBLIC AFFAIRS SERVICE

**MEMORANDUM**  
PAS-OD-2023-048

FOR : **REGIONAL DIRECTORS**  
**SCHOOLS DIVISION SUPERINTENDENTS**

ATTN : **REGIONAL PUBLIC ASSISTANCE COORDINATORS**  
**DIVISION PUBLIC ASSISTANCE COORDINATORS**

FROM :  **JASON V. MERCENE**  
Supervising Administrative Officer  
Officer-in-Charge, Office of the Director  
Public Affairs Service

SUBJECT : **CONDUCT OF THE NATIONAL CONFERENCE OF PUBLIC ASSISTANCE COORDINATORS**

DATE : September 19, 2023

The Department of Education (DepEd), through the Public Affairs Service – Public Assistance Action Center (PAS-PAAC), is set to conduct the National Conference of Public Assistance Coordinators (NCPACs) which aims to discuss the issues affecting the provision of quality public service, capacitate our participants with their roles and responsibilities based on DepEd Memorandum No. 46, s. 2022 titled "Designation of Regional and Division Public Assistance Coordinator," and converge our DepEd PACs to plan strategic directions in providing satisfactory services to our stakeholders.

In line with this, we would like to invite all designated DepEd PACs to attend the conference on **October 17 – 20, 2023, at Baguio Teachers' Camp, Baguio City**. You may confirm your attendance through this link: <https://bit.ly/NCPACSRegistration> on or before **October 6, Friday**. The provisional program and list of expected participants are attached as Annex A and Annex B, respectively, for your ready reference.

Communications Division, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone No.: (02) 6316033/ 6332120