



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

October 01, 2024

REGIONAL MEMORANDUM
AD-AMS-2024 1179

**YEAR-END CONFERENCE OF DIVISION SUPPLY OFFICERS OF DEPARTMENT OF
EDUCATION REGION VIII**

To: Assistant Regional Director
Schools Division Superintendents
Schools Division Supply Officers
All Others Concerned

1. This Office, through the Administrative Division – Asset Management Section, shall conduct the Year-End Conference of all Division Supply Officers on November 28 -29, 2024, at a venue to be announced in a separate Memorandum.
2. The agenda for this conference are as follows:
 - a. Updates on the delivery of Library Hub Books 2024;
 - b. Updates on the delivery of Waray and Binisaya Textbooks under LRMS;
 - c. Disposal Process; and
 - d. Other matters
3. The first meal shall be served at breakfast on November 28, 2024 and last meal will be on morning of November 29, 2024.
4. Expenses for the board and lodging and other training cost shall be charged against AD fund while travel and incidental expenses of SDO participants against their MOOE/ local fund subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO III
Regional Director

Enclosure: None
Reference: None

To be indicated in the Perpetual Index under the following subjects:

CONFERENCE
DIVISION SUPPLY OFFICERS
OREINTATION



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