



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

October 3, 2024

**REGIONAL MEMORANDUM**

No. **1193** s. 2024

**UPDATES ON THE CAPACITY BUILDING FOR ADMINISTRATIVE OFFICERS OF THE SCHOOLS DIVISION OFFICES AND SELECTED SCHOOLS**

To: Schools Division Superintendents  
Chief, Administrative Division  
All Others Concerned

1. In consonance with Regional Memorandum No. 1049, s. 2024 dated September 5, 2024 re: **Capacity Building for Administrative Officers of the Schools Division Offices and Selected Central Schools**, this Office, through the Administrative Division, hereby informs all concerned of the following updates:

- a. The activity **is rescheduled** from **October 16-17, 2024** to **October 17-18, 2024** at **Oceanview Hotel, Brgy. Tanghas, Tolosa, Leyte**.
- b. The Regional Office participants shall serve as Resource Speakers/Facilitators with the inclusion of the Administrative Officer II of the Procurement Unit.
- c. The first meal is dinner of October 16, 2024 (Day 0) and last meal is afternoon snacks of October 18, 2024.
- d. It is reiterated that the AOV of the SDOs are to identify the participants from the SDO and schools subject to the approval of the Schools Division Superintendent.

2. All other provisions of the aforesaid Memorandum which are consistent with this issuance remain in effect.

3. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO CESO III**  
Regional Director

Enclosures: None

References: As stated

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

ADMINISTRATIVE OFFICERS

CAPACITY BUILDING

AD-EEC



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