



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
No. \_\_\_\_\_, s. 2021

**October 15, 2021**

**CONDUCT OF DBM RO XI – DEPED RO XI FULL-TIME DELIVERY UNIT  
CONFERENCE**

To: ASDS Basilio P. Mana-ay, Jr.  
Neptune L. Tambilawan  
Noreliza A. Misal  
Francis Jude D. Alcomendras  
Myhrra Faye Ll. Bontia

1. In reference to the Unnumbered Regional Memorandum, the undersigned hereby informs all concerned regarding the **DBM RO XI – DEPED RO XI Full Time Delivery (FDU) Virtual Conference** which will be conducted on October 22, 2021 at 9:00 – 3:00 via Google Meet Platform.
2. The link of the activity will be shared to your respective email addresses. Further details are stipulated in the attached basic communication for your reference.
3. For your attendance and compliance.

**CRISTY C. EPE**  
Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
 DAVAO REGION

**Office of the Regional Director**

**MEMORANDUM**

To : Schools Division Superintendents  
 This Region

Subject: CONDUCT OF DBM RO XI-DEPED RO XI FULL-TIME  
 DELIVERY UNIT (FDU) CONFERENCE

Date : October 15, 2021

Please be informed that the DBM-RO XI-DEPED RO XI Full-Time Delivery Unit (FDU) Virtual Conference shall be conducted on October 22, 2021 at 9:00 a.m. to 3:00 p.m. Via Google Meet. The topics to be discussed are the various prescribed templates required in funding requests, upgrading of salary grades of positions for Nurses, Administrative Officer II and CTI positions and other related matters. The participants are the following:

**Regional Office-**

**FINANCE DIVISION**  
 Chief Administrative Officer  
 Supervising Administrative Officer  
 Accountants  
 Budget Officers  
 Administrative Assistants

**ADMINISTRATIVE DIVISION**  
 Chief Administrative Officer  
 Supervising Administrative Officer  
 Administrative Officers  
 Teacher Credentials Evaluator

**DIVISION OFFICES -**

Schools Division Superintendents  
 Assistant Schools Division Superintendent  
 Accountants  
 Budget Officers  
 Administrative Officer V (Admin.)  
 Human Resource Management Officers

Kindly email your respective issues and concerns that are desired to be resolved during the conference at [depedroxibudget@yahoo.com](mailto:depedroxibudget@yahoo.com). The link to the abovementioned activity shall be emailed to the email addresses of the participants.

For information and compliance NO. 10-21-690

**RECORDED**  
 10-21-690  
 10/15/21

By the Authority of the Regional Director:

**ROX F. ENRIQUEZ**  
 Chief, Administrative Services Division  
 Officer-In-Charge

ROF/kcd



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