



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
NO. 328, s. 2022

May 27, 2022

**ATTENDANCE TO QUARTERLY MEETING
WITH SDO LAWYERS / LEGAL SECTION IN CHARGE**

To: ATTY. CLARISSE JOY C. ARNAEZ-LLABAN

1. This is in reference to the Regional Memorandum dated May 26, 2022 signed by Allan G. Farnazo, Director VI, re: Attendance to Quarterly Meeting with SDO Lawyers / Legal Section In Charge.
2. In view thereof, Division Lawyer is hereby directed to join the Quarterly Meeting on **June 9, 2022; 8:00 o'clock in the morning until 5:00 o'clock in the afternoon at the Regional Office - Durian Hall, DepEd ROXI, Torres St., Davao City.**
3. Meals and snacks shall be chargeable to Regional Office funds, while travelling expenses and other incidental expenses relative to the conduct of this activity shall be charged to local funds subject to usual accounting and auditing rules and regulations.
4. For strict compliance of concern.

For and in the absence of the
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
22-85587
DATE: MAY 30 2022 TIME: 10:18 AM
BY: [Signature]

[Signature] 5-30-2022
BEVERLY S. DAUGDAUG, EdD
Chief-Curriculum Implementation Division
Officer-In-Charge



Republic of the Philippines
Department of Education
 DAVAO REGION

DepEd Schools Division Office - Davao City
 RECORDS SECTION

RECEIVED 8583
 DATE: 26 MAY 2022 TIME: 11:38 P
 BY: *[Signature]*

Records

Office of the Regional Director

26 May 2022

REGIONAL MEMORANDUM
 ORD -2022-006

**ATTENDANCE TO QUARTERLY MEETING
 WITH SDO LAWYERS / LEGAL SECTION IN-CHARGE**

To : All Schools Division Superintendents
 All Division Attorneys
 All Regional Legal Unit Attorneys and Staff

As part of the effort of the Regional Legal Unit in improving prompt and efficient resolution of administrative cases, and in enhancing collaboration among Division Lawyers, and the Regional Lawyers and Legal Unit staff, a regular meeting among the aforementioned personnel is deemed important.

In view thereof, all Division Lawyers or SDO Legal Section In-charge, Regional Lawyers and Legal Unit Staff are hereby directed to join the Quarterly Meeting on **June 9, 2022; 8:00 o'clock in the morning until 5:00 o'clock in the afternoon** at the Regional Office - Durian Hall, DepEd ROXI, Torres St., Davao City.

Meal and snacks shall be chargeable to Regional Office funds, while travelling expenses and other incidental expenses relative to the conduct of this activity shall be charged to local funds subject to usual accounting and auditing rules and regulations.

For strict compliance.

DEPARTMENT OF EDUCATION RO
 RECORDS SECTION
RELEASED

[Signature]
ALLAN G. FARNAZO
 Director IV

ORD/LU 1/hbrnj

By: *[Signature]*
 Date: 05/27/2022 10:27 a
 0522-3544

