

Department of Education digos city division

OFFICE MEMORANDUM

OSDS-2022- 018

To

C

CATHERINE N. MORAL- Legal Unit Staff

Subject :

ADDENDUM TO OFFICE MEMORANDUM NO. 071 - QUARTERLY

MEETING WITH SDO LAWYERS/LEGAL SECTION IN-CHARGE

Date

December 12, 2022

This is in reference to the Regional Memorandum ORD- 2022-057 dated November 23, 2022, re: Attendance to Quarterly Meeting with SDO Lawyers/Legal Section In-Charge.

In view thereof, you are hereby directed to join the Quarterly Meeting on December 14, 2022 at the Regional Office- Waling-Waling Hall, DepEd, ROXI, F. Torres St., Davao City.

Please refer to the issued Division Memorandum No. 071, s. 2022 attached.

For strict compliance of concern.

CRISTY C. EPE

Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RE 22-91129) E

DEC 1 4 2022 TIME: 3:91



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002 Telephone No: (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375



Department of Education

OFFICE MEMORANDUM

OSDS-2022- [7]

То :

ATTY. CLARISSE JOY C. ARNAEZ-LLABAN- SDO Lawver

Subject :

ATTENDANCE TO QUARTERLY MEETING WITH SDO

LAWYERS/LEGAL SECTION IN-CHARGE

Date

December 1, 2022

This is in reference to the Regional Memorandum ORD- 2022-057 dated November 23, 2022, re: Attendance to Quarterly Meeting with SDO Lawyers/Legal Section In-Charge.

In view thereof, Division Lawyer and Legal Unit Staff are hereby directed to join the Quarterly Meeting on December 14, 2022 at the Regional Office-Waling-Waling Hall, DepEd, ROXI, F. Torres St., Davao City.

Lunch 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 of concern.

CRISTY C. EPE

Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

DATE: DEL DI 2022 TIME: 8450



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002 **Telephone No:** (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375

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Republic of the Philippines

Department of Education

DAVAO REGION

REGIONAL MEMORANDUM ORD- 2022-057

To

School Division Superintendents

Division Lawyers and Legal Assistants Regional Legal Unit Attorneys and Staff

Subject

ADVISORY: QUARTERLY MEETING WITH

SDO LAWYERS/LEGAL SECTION IN-CHARGE

Date

November 23, 2022

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 meting 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 December 14, 2022 at the Regional Office- Waling-waling Hall, DepEd, ROXI, F. Torres St., Davao City.

Lunch 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.

Enclosed: As stated

ORD/LU 1/kp

ALLAN G. FARNAZO

Director IV 18 tolen

By the Authority of the Regional Director

MARIA INES C. ASUNCION

Director III
Office of the Assistant Regional Director

Date:

DEPARTMENT OF FORCATION ROS



Department of Education

DAVAD REGION

3rd REGIONAL QUARTERLY MEETING OF LAWYERS/ LEGAL OFFICERS AND LEGAL PERSONNEL

Program of Activities December 14, 2022

Call up Time	
Preliminaries National Anthem Invocation Regional Hymn Recitation: Quality Policy	AVP
Acknowledgement of Participants	Atty, Lorenza C. Pitulan
Director's Time	RD Allan G. Farnazo
Meeting Proper 1. Update-Complaints with Reference Numbers and Admin Cases 2. Update-Resolved cases 3. Special Prosecutors- (Motu Proprio Cases- elected a Formal Investigators) 4. Other Matters/Reminders	Atty. Lorenza C. Pitulan
SDO updates: 1. Active Compiaints and Cases 2. Controversial/Abuse related complaints/cases 3. School Site Concerns 4. Other Concerns	PPT should be emailed ahead or saved in USB (5 mins, per presenter)
Lunch Break	
Conduct a Formal Investigation on Administrative Cases Special Prosecutor (Motu Proprio Cases)	Atty, Carla Blanca S. Maiso- Maribao
Draft a Fact Finding/ Preliminary Investigation Report	Atty. Annalene A. Dacumos
	Preliminaries National Anthem Invocation Regional Hymn Recitation: Quality Policy Acknowledgement of Participants Director's Time Meeting Proper Update-Complaints with Reference Numbers and Admin Cases Update-Resolved cases Special Prosecutors (Motu Proprio Cases- elected a Formal Investigators) Under Matters/Reminders SDO updates: Active Complaints and Cases Controversial/Abuse related complaints/cases School Site Concerns Other Concerns Lunch Break Conduct a Formal Investigation on Administrative Cases Special Prosecutor (Motu Proprio Cases) Draft a Fact Finding/Preliminary Investigation



Department of Education

LIST OF PARTICIPANTS

Office	Names	Numbers
REGIONAL OFFICE	ATTY, LORENZA C. PITULAN	
	ATTY: SHEMELYN D. GAMOROT- BILBAO	
	CECILLE MARIA SHEELAH C. BALBAS	4
	JOAN C. JUNIA	
DAVAO CITY	ATTY. IMMACULATE G. CLARK	2
	BABY GIRL BEOYO	
DIGOS CITY	ATTY. CLARISSE JOY C. ARNAEZ- LLABAN	2
	CATHERINE N. MORAL	
IGACOS	DIANNE JEAN DUMDUM-MONDAL	1
DAVAO ORIENTAL	ATTY HIMAR C. BALO	2
	RIEN SANCHEZ BAUTISTA	
DAVAO DE ORO	ATTY. BILLY ANJO A. LABRADORES	2
	JOMAR M. DUMOPOY	
DAVAO DEL NORTE	ATTY. VEVIRLIE GALLO	1
	ATTY. MARULI ALI G. SANCHEZ	- 2
	APRIL NIÑA LOU D. BELTRAN - REBOSURA	
DAVAO OCCIDENTAL	ATTY, BERLYN MAE SANTELLA	1
MATI	ARNOLD C. COSTELO ILLUMINADO D. BOISER	2
TAGUM	ATTY CARLA BLANCA S. MAISO- MARIBAO	1
PANABO	ATTY. ANNALENE A. DACUMOS	1
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