



Republic of the Philippines
Department of Education
 Region VIII
 SCHOOLS DIVISION OF TACLOBAN CITY

11 July 2023


DIVISION MEMORANDUM

No. 394, s. 2023

**PARTICIPATION TO THE POSTER-MAKING AND QUIZ BEE CONTEST IN LINE
 WITH THE 2023 REGIONAL CLIMATE CHANGE CARAVAN**

To: **Public Schools District Supervisor of DLC IV
 Division DRRM Officer
 School Head of Leyte National High School
 School DRRM Coordinator of Leyte National High School
 All Others Concerned**

1. In reference to Regional Memorandum Nos. 515, 548, and 728 s. 2023, regarding the upcoming 2023 Regional Climate Change Caravan, this Office through its Disaster Risk Reduction and Management Service, hereby provides the information and guidelines to the division representatives for the Poster-Making and Quiz Bee Contest which will be conducted on July 24-26, 2023 at RELC NEAP - Training Hall, DepEd Regional Office Complex, Candahug, Palo, Leyte.
2. Coaches of the participating contestants in the Poster-Making and Quiz Bee Contest should accompany the learners and must be in the venue before 1:00PM on July 24, 2023.
3. Coaches of the participating learners should secure parent's consent letter and a waiver prior to their attendance to the activity to ensure necessary permissions are obtained and potential liabilities are addressed appropriately.
4. Travel expenses of the coaches and contestants shall be charged against their respective School Local funds/MOOE subject to the existing accounting and auditing rules and regulations.
5. The official list of representatives/participants, program of activities, parental consent form, and mechanics for the Poster-Making and Quiz Bee Contest are hereby attached as enclosures for your guidance.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.


JUDELLA R. LUMPAS, CESO VI
 Schools Division Superintendent

