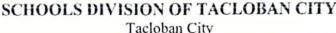


Republic of the Philippines Department of Education Region VIII







November 14, 2023

DIVISION MEMORANDUM No. (円) , Series of 2023

VIRTUAL MEETING cum CAPABILITY BUILDING OF DIVISION, AND IMPLEMENTING UNITS RECORDS OFFICERS

TO: Assistant Schools Division Superintendent Records Officers Records Custodians All Other Concerned

- In reference to Regional Memorandum AD-RS-2023-1252 entitled "Virtual Meeting cum Capability Building of Regional, Division and Implementing Units Records Officers."
- The Regional Office through the Records Office requires the School Division Records Section and Implementing Units including Records Custodians to attend the virtual meeting on November 17, 2023/Friday.
- 3. The participants shall log on 30 minutes prior to the start of the virtual meeting through Google Meet. The link shall be provided one hour prior to the meeting. The participants shall confirm their attendance through this email: ariem.cinco@deped.gov.ph on or before November 17, 2023.
- Immediate dissemination of and strict compliance with this Memorandum is desired.



JUDELLA R. LUMPAS, EdD., CESO VI Schools Division Superintendent