



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

October 7, 2021

**OFFICE MEMORANDUM**

No. **000509** s. 2021

To: Assistant Regional Director  
Division Chiefs  
Sections/Unit Heads  
All Others Concerned

**2021 WORKPLACE IMPROVEMENT TEAM VIRTUAL QUARTERLY MEETING**

1. In view of the foregoing conduct of the Third Quarter Workplace Improvement Assessment and Evaluation, the 2021 WIT Quarterly Meeting will be held on October 11, 2021, at 3:30PM via Google Meet.
2. The agenda of the meeting are as follows:
  - Assessment of the 2<sup>nd</sup> Quarter Workplace Improvement
  - Preparation for the 3<sup>rd</sup> Quarter Workplace Improvement
  - Other matters
3. For information and guidance

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

