



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

July 4, 2022

**OFFICE MEMORANDUM**

No. **357**, s. 2022

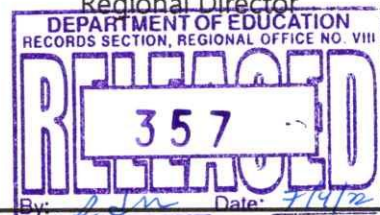
To: Schools Division Superintendent (Leyte Division)  
 Chief of Policy, Planning, and Research Division  
 Chief of Finance Division  
 All Others Concerned

**DOWNLOADING OF FUNDS TO LEYTE DIVISION IN SUPPORT TO THE  
 CONDUCT OF THE TRAINING ROLL-OUT ON THE E-SALIKSİK RESEARCH PORTAL**

1. In support to the conduct of the Training Roll-out on the E-Saliksik Research Portal, this Office, through the Policy, Planning, and Research Division (PPRD) and Finance Division (FD), shall download funds to Leyte Division in the amount of One Hundred Nine Thousand, Two Hundred Pesos (Php109,200.00) from the PPRD 2022 MOOE.
2. The said amount shall be used to defray the expenses on the conduct of the aforementioned activity on July 26-27, 2022, subject to the usual auditing rules and regulations.
3. The expected participants and the tentative program of activities are enclosed, for reference. For questions or clarifications, you may coordinate with PPRD through pprd.region8@deped.gov.ph or at telephone number (053) 300-0931.
4. Immediate dissemination of and compliance with this Memorandum are desired.

*fr:* *rlm*  
**EVELYN R. FETALVERO, CESO IV**

Regional Director



PPRD-TCPJ



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**CONDUCT OF THE TRAINING ROLL-OUT ON THE  
E-SALIKSIK RESEARCH PORTAL**

**I. Expected Participants**

Office	Participants	Number of Participants
Regional Office (RO)	RRC Chairperson and Members	8
	RRC Secretariat	2
	Technical Working Committee Members	4
RO-PPRD	Statistician I	2
	Administrative Officer II	
Schools Division Offices	SEPSs-PR/Division Research Coordinators	26
	Assistant Schools Division Superintendent	
TOTAL		42

**II. Technical and Administrative Arrangements**

Day	Room Accommodation	Meals
Day 1	Check-in/Registration – 2:00 PM	Morning Snack Lunch Afternoon Snack Dinner
Day 2	Check-out – 12:00 PM	Breakfast Morning Snack Lunch Afternoon Snack

**III. Coast Estimates**

Board and lodging for two days and one night:  
 $2 \text{ days} \times 42 \text{ pax} \times 2,600 = \text{Php}109,200.00$

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