

DepEd Regional Advisory No. 162, s. 2022
October 10, October 2022

In compliance with DepEd Order (DO) No. 8, s. 2013
This advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
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**ESTABLISHMENT OF RECORDS DISPOSITION PROGRAM IN GOVERNMENT OFFICE
TRAINING AND SEMINAR**

Attached is a letter from the Government Records Officers Association of the Philippines, Inc., inviting any of the specified participants to the training and seminar, dubbed: "Establishment of Records Disposition Program in Government Records Office" on November 9-11, 2022, at the Manila Grand Opera Hotel, Sta. Cruz, Manila.

The activity aims to increase awareness and enhance the competence of participants of a sound records disposition practices and proper identification and preservation of permanent records with reference to the relevant records retention schedule and public disposal authority.

The target participants are Local Chief Executives, Vice Mayors, Sanggunian Members, Department and Division Heads, Records Officers/Custodians, Archivists, Administrative Officers/Assistants, Secretaries, Legislative Staff/Officers, or other personnel involved in handling records.

Participation of both public and private schools shall be subject to the *no-disruption-of-classes policy* stipulated in DepEd Order No. 9, s. 2005 entitled *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith*.

More information may be inquired from:

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Considering that this is an Advisory, Schools Division Superintendents are given the discretion to act on this matter.

HRDD-ROT
DepEd RO8 ATA-F21 (CY2018-v03-r00)

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10/13/22

