



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

November 16, 2022

REGIONAL MEMORANDUM

No. **1306**, s. 2022

QUARTERLY COORDINATION MEETING WITH THE DIVISION INFORMATION OFFICERS

To: Schools Division Superintendents
Division Information Officers
All Others Concerned

1. The Department of Education has strengthened its communication strategies to ensure that relevant, responsive and timely information reach the public and the Division Information Officers have been a great asset implementing such strategies while sharing advocacies of various programs and projects of the Department.
2. To ensure the continuity of the implementation of these strategies, this Office, through the Public Affairs Unit, shall conduct a Coordination Meeting with the Division Information Officers on November 28-29, 2022, inclusive of travel time, in Biliran.
3. The objectives of the coordination meeting are to discuss the following:
 - a. Updates from the Public Affairs Unit;
 - b. Presentation of highlights of accomplishments of DIOs for Quarter 1 and Quarter 2;
 - c. Other matters.
4. Participants to the said meeting are the thirteen (13) Division Information Officers and two (2) personnel from the Public Affairs Unit.
5. The coordination meeting shall be hosted by the Schools Division Office of Biliran. Expenses for board and lodging of the participants shall be charged to the Public Affairs Unit Funds which shall be downloaded to the host division while travel expenses shall be charged to the local funds from each participating office, subject to the usual accounting rules and procedures.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.



[Signature]
EVELYN R. FETALVERO, CESO IV
Regional Director

