



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

February 13, 2025

**REGIONAL MEMORANDUM**

No. **148**, s. 2025

**1ST QUARTER VIRTUAL CONVERGENCE OF THE HEADS OF THE ADMINISTRATIVE SERVICE OF THE REGIONAL OFFICE AND SCHOOLS DIVISION OFFICE**

To: Schools Division Superintendents  
All Others Concerned

1. This Office, through the Administrative Division, shall conduct the 1st Quarter Virtual Convergence of the Heads of the Administrative Service of the Regional Office and the Schools Division Office on March 28, 2025. The link shall be provided in the group messenger of the Administrative Officers a week before the activity.
2. The activity aims to update the heads of the SDOs on latest issuances, discuss plans and programs for 2025 and address issues and concerns that may arise therefrom.
3. The participants are as follows:

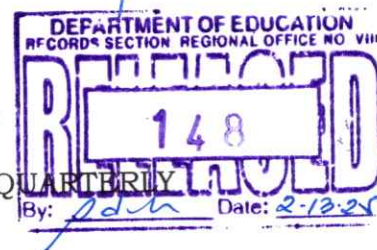
OFFICE	PARTICIPANTS	TOTAL
Regional Office	Chief SAO AO V (Personnel, Supply, Cash and Records) AO IV (GSU and Procurement)	8
SDO	AO V AO IV (HRMO, Cash, Records, Supply) Payroll-In-Charge	6 per SDO

4. Immediate dissemination of and compliance with this Memorandum are desired.

*fr: rmm*  
**EVELYN R. FETALVERO, CESO III**  
 Regional Director

Enclosures: None  
 References: None  
 To be indicated in the Perpetual Index under the following subjects:

ADMINISTRATIVE OFFICERS      CONVERGENCE



AD-EEC

