



Republic of the Philippines  
Department of Education  
**Caraga Region XIII**  
J.P. Rosales Ave., Butuan City



July 16, 2018

**REGIONAL MEMORANDUM**

No. 371 s. 2018



**INSTALLATION OF THE NEW OIC-REGIONAL DIRECTOR  
AND TURN-OVER CEREMONY**

To : **SCHOOLS DIVISION SUPERINTENDENTS  
CHIEFS OF FUNCTIONAL DIVISIONS**  
This Region

1. DepEd Caraga Region shall conduct the Installation of the new OIC-Regional and Turn-Over Ceremony on July 25, 2018 at a venue to be announced later.
2. The objectives of this activity are to :
  - a. formally introduce the newly-assigned Regional Director to the members of the Regional Management Committee members as well as to the RO personnel;
  - b. provide updates on the implementation of the different Programs and Projects (PPAs) in the region;
  - c. come - up with initial plans ; and
  - d. discuss issues and concerns.
3. The participants to this activity are the Schools Division Superintendents, Assistant Schools Division Superintendents, CID Chiefs, SGOD Chiefs, Regional Office Personnel and guests from Region IV-A.
- 4 Expenses incurred during the conduct of this activity shall be charged against the Regional MOOE Funds. There will be no registration, however, transportation of participants from the Schools Division Offices shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is highly desired.

  
**BEATRIZ G. TORNO, Ph.D., CESO IV**  
Regional Director

Incls : None

Reference : None

To be indicated in the PERPETUAL INDEX under the following subjects :

**CONFERENCE**

**K TO 12**

**PROGRAMS AND PROJECTS**