



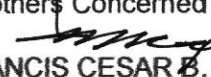
Republic of the Philippines
Department of Education
CARAGA REGION
J.P. Rosales Avenue, Butuan City



REGIONAL ADVISORY
No. 111, s.2018



To : Schools Division Superintendents
Division Records Officers
All others Concerned

From :  FRANCIS CESAR B. BRINGASD, CESO V
OIC-Regional Director

Subject : VENUE OF THE 3-DAY REGIONAL CAPACITY ENHANCEMENT SEMINAR
ON MANAGING RECORDS DISPOSITION AND CONTROL

Date : August 3, 2018

Please be advised that the venue of the 3-Day Regional Capacity Enhancement Seminar on Managing Records Disposition and Control on August 8-10, 2018 is at Lagoon Tiktikan Resort, Socorro, Siargao, Surigao del Norte.

Expected participants in every School Division Office are requested to accomplish the confirmation slip attached and email it to depedcaraga.records@gmail.com on or before August 6, 2018.

For your information and guidance.

ASD/ru/mta
8.03.18



Republic of the Philippines
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**3-DAY REGIONAL CAPACITY ENHANCEMENT SEMINAR ON MANAGING
RECORDS DISPOSITION AND CONTROL**

NOMINATION/CONFIRMATION SLIP

Name:	
Position/Designation:	
SDO/School:	
Date:	
Approving Official (Name in Print & Signature)	Position

Please send back this accomplished nomination/confirmation slip to confirm your attendance on or before August 6, 2018 at depedcaraga.records@gmail.com.

NOTE:
We will only accommodate 88 participants. Registration fee is Php 3,200. Nomination/confirmation slip from the participants received within above stated date shall be listed in our database of official participants. In case of failure to attend the said seminar the participant is obligated to pay the registration fee. Payments will be collected upon registration on August 8, 2018. Advance payments will be accepted through DBP, Account Name shall be DECSRO Trust Fund with Account No. **0805-019642-080**. Once advance payment has been made please send us thru email the scanned copy of bank validated/received LDDAP and ACIC or you may bring and present to us the hard copy of the said proof of payment made at the bank.

