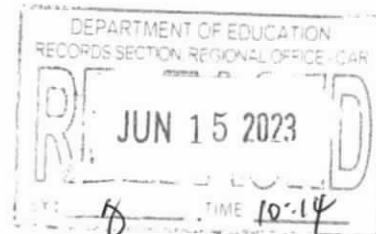




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



**REGIONAL MEMORANDUM**

No. **277-2023**

**REMINDING THE SCHOOLS DIVISION OFFICE OF THE IMMEDIATE SUBMISSION OF PENDING FORMAL INVESTIGATION REPORT**

To: Schools Division Superintendent  
Division Legal Officer  
Formal Investigation Committee  
All other concerned

1. The Department of Education issued DO No. 49, s. 2006 or the Revised Rules of Procedure of the Department of Education in Administrative Cases, to guide the concerned personnel of the Department in the judicious and speedy disposition of cases filed before it.
2. The Schools Division Office is therefore reminded to observe the guidelines in the implementation of said Issuance in order not to cause undue delay in the judicious and speedy resolution and disposition of cases.
4. The Schools Division Office is directed to check through the created formal investigation committee, the pending cases and expedite the investigation, and submit the formal investigation report within fifteen (15) working days from receipt of this memorandum unless extended by the disciplining authority.
5. **Failure to comply with this memorandum shall subject the erring/responsible employee or officials for disciplinary administrative sanction after due process.**
6. Immediate dissemination and strict compliance with this Memorandum is directed.

Digitally signed by Carino Estela  
Leon  
Date: 2023.06.15 09:52:41  
+08'00'

**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/regional Director

ORD/LU/VBF/dst



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