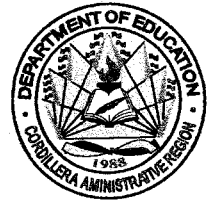




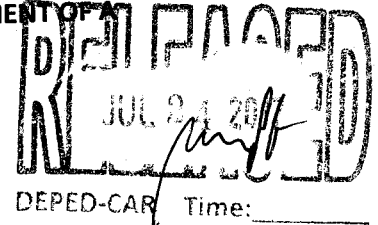
Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



REGIONAL MEMORANDUM
No. 222-2017

WORKSHOP ON THE CONTEXTUALIZATION/DEVELOPMENT OF A
REGIONAL TA MANUAL OF OPERATION

To: Schools Division Superintendent
All Divisions
All Regional Office Chiefs



1. This is to announce the conduct of a workshop on contextualization/development of a Regional Technical Assistance Manual of Operation at the DepED-CAR, NEAPR on August 24-25, 2017.
2. The workshop aims to design the format and identify the scope and processes to be included in the manual of operation.
3. The participants to said activity are the following:

Division	Number of Participants	Division	Number of Participants
RD	1	PPRD	1
ARD	1	CLMD	4
RO Chiefs	8	QAD	2
FTAD	3	SDO-SGOD EPS	8
HRDD	1	LRMDS	1
Total			30

4. Board and lodging expenses of participants and materials needed during the activity shall be charged against regional funds while transportation and other incidental expenses of participants from the SDOs shall be charged against local funds subject to the usual accounting and auditing rules and regulation. First meal shall be breakfast of day 1 and the last meal shall be dinner of day 2. However participants from the regional office shall be entitled to lunch and 2 snacks during the two-day activity.
5. The participants from the Division Offices except Baguio City and Benguet divisions are requested to make arrangements with the RO through the FTAD (c/o JEFF VILLENA, tel no. 074-424-5167 or email ftad.depedcar@gmail.com) on the day of their arrival for better coordination with NEAP dorm for their board and lodging concerns
6. Immediate dissemination of this memorandum is desired.

MAY B. ECLAR, Ph.D., CESO V
Officer-In-Charge
Office of the Regional Director