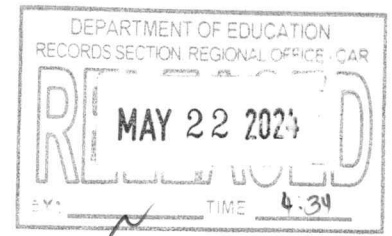




Republic of the Philippines
Department of Education
Cordillera administrative region



May 21, 2024

REGIONAL MEMORANDUM

NO. 317-2024

**MID-YEAR INTERFACE OF RO LEGAL UNIT WITH SDO COUNTERPARTS
(LEGAL SERVICES) AND CONVERGENCE WITH SOME KEY
PERSONNEL FROM RO AND ALL SDOs**

To: Schools Division Superintendents
Education Support Services Division
Division Legal Officers
Learners Rights Protection Office Focal
Division Trainers of Project DepEd CAR C.H.I.L.D
SDO School Sites Coordinator

1. To continuously ensure the effective and efficient provision of Legal Services to all women and men stakeholders, female and male learners in the region, the Office of the Regional Director through the Legal Unit in coordination with the Schools Division Office of Abra, will be conducting a Mid-Year Interface with SDO Counterparts;
2. Women and men representatives from all the eight (8) Schools Divisions, and Regional Office Legal Unit personnel will participate in this activity on **June 19-21, 2024** at a venue to be announced later;
3. The objectives of the activity are:
 - a. To establish a uniform monitoring system for the implementation of administrative cases that have become final and executory;
 - b. To conduct planning activities for the capacity building of learners and student learners for them to lead in the creation and/or strengthening of Rights Upholding Learning Environments (RULE) including Rights-Upholding Schools (RUS), and Rights Upholding Community Learning Centers (RUCCLC) in line with Project DepEd-CAR CHILD Rights (DepEd CAR Committed and Holistic Integration of Learner's Development Rights);
 - c. To establish a uniform monitoring system in the implementation RM NO. 273, S. 2024 (Inclusion of Submission and Updating of School Sites Proof of Ownership Documents to the Schools Division Office in the OPCR of School Heads/Principals);
 - d. Other Legal Services;

4. The expected participants to the interface are as follows:

Office/Section/Unit/Division (Face-to-face)	Number of Participants		
	Female	Male	Total
Division Office			
Attorney III			8
Division Trainers of Project DepEd CAR C.H.I.L.D/ Learners Rights Protection Office Focal			8
School Sites Coordinator			8
Regional Office			
Atty. Vanessa B. Flora	1		1
Atty. Edward C. Magalgalit Jr.		1	1
Janelle S. Dogao	1		1
Dalton S. Teliao		1	1
ADAS (LU)			1
Mayclaire Jimenez	1		1
Marie Paikit (LRPO RO Representative)	1		1
Driver (van)		1	1
Total			32

5. All women and men participants from the Division Offices should confirm their attendance in the activity by accomplishing the confirmation slip and sending it through e-mail at car.legalunit@deped.gov.ph on or before **May 31, 2024**.
6. The arrival of participants at the venue and opening program shall be at 10:00am on June 19, 2023. The first meal of the participants will be AM snack on the same day, and the last meal will be PM snack on June 21, 2024. Check-in shall be 2:00pm on June 19, 2024 and check-out shall be 12:00nn on June 21, 2024.
7. Meals and accommodation expenses shall be charged to the Regional Office fund which will be downloaded to the Schools Division Office of Abra. Meanwhile, travel expenses and other expenses incidental thereto shall be charged to local funds subject to usual accounting and auditing rules and regulations.
8. This shall serve as Authority to Travel for the above-named Regional Office participants.
9. For information and guidance.


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

Encl: Budgetary Requirements

**MID-YEAR INTERFACE WITH SDO COUNTERPARTS (LEGAL SERVICES)
AND CONVERGENCE WITH SOME KEY PERSONNEL FROM ALL SDOs**

BUDGETARY REQUIREMENTS

<i>June 19</i>	ABC	No. Of Pax	
AM Snack	100.00	32	3,200.00
Lunch	400.00	32	12,800.00
PM Snack	100.00	32	3,200.00
Dinner	400.00	32	12,800.00
Accommodation	800.00	32	25,600.00
<i>June 20</i>			
Breakfast	200.00	32	6,400.00
AM Snack	100.00	32	3,200.00
Lunch	400.00	32	12,800.00
PM Snack	100.00	32	3,200.00
Dinner	400.00	32	12,800.00
Accommodation	800.00	32	25,600.00
<i>June 21</i>			
Breakfast	200.00	32	6,400.00
AM Snack	100.00	32	3,200.00
Lunch	400.00	32	12,800.00
PM Snack	100.0	32	3,200.00
TOTAL ABC			147,200.00