



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY

ADVISORY No. 066 s. 2022
March 21, 2022

In compliance with DepEd Order No. 8 s. 2013
*This advisory is issued for the information of **All the Heads and Sections of the Administrative Services Division***

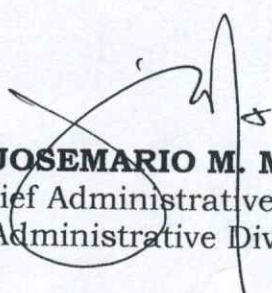
Please be informed that we shall have a meeting tomorrow, March 22, 2022, at 9:30 O'clock in the morning at the Office of the Chief Administrative Officer;

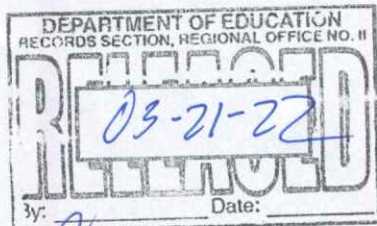
The following agenda shall be discussed:

1. Duties and Responsibilities of the Administrative Officer II and Administrative Officer IV of the Procurement Unit;
2. Delineation of Duties and Responsibilities of the Asset Management Section and the Procurement Unit;
3. Plans/Targets of the Sections/Units for the 2nd Quarter;
4. Issues and Concerns affecting the Section/Units of the Division; and
5. Other Matters.

Your presence is highly enjoined.

Thankyou.


ATTY. JOSEMARIO M. MACARILAY
Chief Administrative Officer
Administrative Division



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
Telephone Nos.: (078) 304-3855; (078) 396-9728
Email Address: region2@deped.gov.ph
Website: region2.deped.gov.ph

Doc Code:	FM-ORD-006	Rev:	00
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