



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



26 May 2021

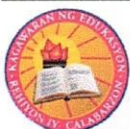
Regional Memorandum

**VIRTUAL BI-ANNUAL COORDINATION AND MONITORING MEETING WITH
SCHOOLS DIVISION LAWYERS AND LEGAL COORDINATORS**

To **Schools Division Superintendents**
Schools Division Lawyers/Legal Coordinators

1. The Office of the Regional Director, through the Legal Unit, will conduct its **VIRTUAL BI-ANNUAL COORDINATION AND MONITORING MEETING WITH SDO LAWYERS AND LEGAL COORDINATORS** on June 24, 2021 via Google Meet from 8:30am to 5:00pm.
2. The said activity aims: (a) to update the Schools Division Lawyers and Legal Coordinators on the new legal procedures and processes including new laws, rules and regulations relevant to the Department of Education; (b) as an avenue for the monitoring and evaluation of administrative cases and other related concerns; (c) inquiries and discussions on certain legal matters brought to the attention of the Legal Unit concerned; and (d) other related matters that will be brought out during the said activity.
3. All participants are requested to register at this link: <https://forms.gle/gco3P9rkQCwStW4E6> on or before June 22, 2021. The link for the said activity shall be emailed to the registered participants on June 23, 2021.
4. For continuous discussion during the meeting, each participant is required to prepare: (a) annual accomplishment report of the SDO Legal Unit, (b) no. of complaint pending investigation in the SDO, (c) no. of case pending formal investigation, (d) no. of schools with proof of ownership over school site and (e) no. of schools without proof of ownership over school site and the ongoing action of the SDO on the matter.

"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"



Trunkline: 02-8682-5773/8684-4914/8647-7487
Website: depedcalabarzon.ph
Document Inquiry : <https://r4a-teadoc.com/inquire>
Facebook: DepEd R-4A Calabarzon

5. For queries and other concern, kindly contact **Ms. Clemencia Minimo** via email at legal.calabarzon@deped.gov.ph or thru call at 09178885893.
6. Immediate dissemination of this Memorandum is earnestly desired.


FRANCIS CESAR B. BRINGAS
Regional Director

ORD-Legal Unit