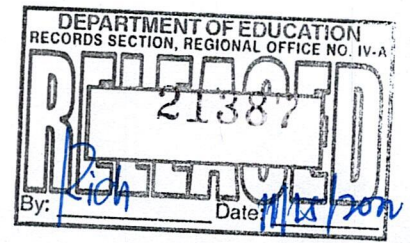




Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



11 November 2022

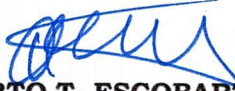
Regional Memorandum

No.746 s.2022

**CORRIGENDUM TO RM NO. 557, S. 2022 TITLED WEEKLY
CONDUCT OF ONLINE REGIONAL MEETINGS**

To **Schools Division Superintendents**

1. In reference to Regional Memorandum No. 557, s. 2022 titled Weekly Conduct of Online Regional Meetings, the schedule of the online meeting will be changed from Thursday at 2:00 p.m. to **every Friday at 9:00 a.m.**
2. Schools Division Offices (SDOs) or Functional Division Offices are requested to use the **updated template** in submitting their issues and concerns which can be accessed here: <https://bit.ly/ManCom4APPT>. A copy of the template is enclosed in this memorandum.
3. SDOs are reminded to submit the issues and concerns that need to be addressed by the Regional Top Management or the Central Office.
4. The report should be emailed to Public Affairs Unit at pau.calabarzon@deped.gov.ph, copy furnish the ICT Unit at ict.calabarzon@deped.gov.ph Deadline of submission of issues and concerns is **moved to every Thursday of the workweek.**
5. For dissemination and compliance.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director *ama*

pau/mjpd



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph





**<Division Office or Functional Division>
(Date)**

Please only submit issues and concerns that need to be addressed by the Regional Top Management or the Central Office.

No.	Issues/Concerns	SDO Current Action	Recommendation or Desired Solution
1			
2			
3			

Please add rows if necessary

Sample of template to be used by SDOs

