



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

NOV 21 2024

MEMORANDUM

No. 329, s. 2024

ATTENDANCE TO DEPED NCR COORDINATION MEETING

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
Administrative Officer V
All Others Concerned

1. In connection with the Department of Education Regional Memorandum No. 1204 s.2024, with the subject Coordination Meeting on November 22, 2024, 9:00 a.m. onwards, at the DepEd-NCR Conference Room, the following participants are hereby authorized to attend.

No.	Name	Positon/Office
1.	Angela M. Francisco	Administrative Officer IV – HR Personnel Unit
2.	Nathalee D. Estiller	Administrative Assistant III - HR Personnel Unit

2. All travel expenses shall be charged against the local/MOOE fund subject to existing budgeting, accounting, and auditing rules and regulations.

3. Strict compliance to this memorandum is desired.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

References: As stated.
Encl. Annex A.

To be indicated in the Perpetual Index under the following subjects:

MEETING

NDE/AMF/ATTENDANCE TO DEPED NCR COORDINATION MEETING
329/November 21, 2024

NUM-2024-329

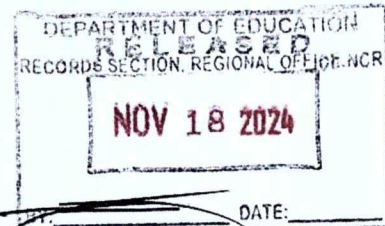


Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
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112/016



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



MEMORANDUM

NCR No. 1204 s. 2024

Received:

EVELYN N. DINGAL
 Administrative Officer II
 SDO-Muntinlupa

11-19-24
 10:00 am

TO : SCHOOLS DIVISION SUPERINTENDENTS

FROM : JOCELYN DR. ANDAYA
 Director IV

SUBJECT : Coordination Meeting

DATE : November 11, 2024

1. Please be informed that the 4th Coordination Meeting with AO IV (HRMOs) will be on November 22, 2024, 9:00 a.m. onwards at the DepEd-NCR Conference Room.
2. Agenda are the following:
 - a. Issues and concerns :
 - o updating of inventory of positions
 - o implementation of DO 5 & 13, 2024
 - o payroll process (RPSU)
 - b. Other matters
3. In this connection, each SDO is requested to send their respective AO IV (HRMOs) and 1 personnel in-charge per above topic (2-per SDO). Confirmation of attendance should be done at least a day before the activity through this link: <https://bit.ly/Attendance062724>.
4. Meals of the participants shall be charged against MOOE funds (RO), while travel expenses of SDO participants shall be charge against local funds, both subject to existing budgeting, accounting, and auditing rules and regulations.

SDO MUNTINLUPA

Personnel Unit

Received by: PLAYS

Date & Time: 11/20/24 3:19



Address: 6 Misamis St., Bago Bantay, Quezon City
 Email address: ncr@deped.gov.ph
 Website: depedncr.com.ph



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 11-19-385