



Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

DEPED DIVISION OF DAVAO DEL NORTE

RECORDS SECTION

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Date: 21 NOV 2022 2:27 PM

By: _____

Office of the Schools Division Superintendent

OFFICE MEMORANDUM

OSDS-2022-089

To: **REY B. MASCARIÑAS**
Administrative Aide I

From: The Office of the Schools Division Superintendent

Subject: Special Assignment as part of the Transportation Committee during the National MANCOM Meeting to be hosted by DepEd Davao Region

Date: November 21, 2022

Herewith is the Regional Memorandum dated November 16, 2022 from the Office of the Regional Director ASD-2022-124 entitled, "*Composition and Instructions for the Transportation Committee during the National MANCOM Meeting to be hosted by DepEd Davao Region*". To fulfill the mandate on the Department of Education, the National Management Committee (MANCOM) regularly conduct Face-to-Face Monitoring and High-Level Meeting in the different regions in our country. The Davao Region's turn to host the said important event on **December 05, 2022** in a venue in Davao City which is yet to be identified.

To ensure the availability of DepEd vehicles for the shuttle needs of DepEd officials and guests attending the high-level meeting, a Transportation Committee has been formed to address the said need.

In support to the Transportation Committee, the Schools Division Superintendent is hereby directed to ensure compliance with the following, to wit:

1. Lend the DepEd Van and DepEd Pick-Up vehicles to DepEd RO XI from **December 03, 2022** until **December 06, 2022** with assigned drivers;
2. On its first day, the vehicles must be in full tank as to its fuel;
3. The vehicles must be in good running condition with a provision of isopropyl alcohol, tissue, and face masks inside it; and
4. The drivers shall be in a very good grooming (wearing polo, black slacks pants, and black leather shoes and with prescribed DepEd I.D.).





Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

The Transportation Committee will conduct a virtual orientation with members and assigned drivers on **November 29, 2022**.

For information and strict compliance.

For the Schools Division Superintendent:

EDUARD C. AMOGUIS

Chief Education Program Supervisor,
Curriculum Implementation Division

Per/fah

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Address: Mankilam, Tagum City, Davao del Norte
Telephone Number: (084) 216 0188
Website: www.depeddavnor.ph | Facebook: DepEd Davao del Norte



11822



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
ASD-2022-124

To : Schools Division Superintendents/OIC-SDS

Subject: **COMPOSITION AND INSTRUCTIONS FOR THE
TRANSPORTATION COMMITTEE DURING THE NATIONAL
MANCOM MEETING TO BE HOSTED BY DEPED DAVAO REGION**

Date : November 16, 2022

To fulfill the mandate on the Department of Education, the National Management Committee (MANCOM) regularly conduct its Face-to-Face Monitoring and High-Level Meeting in the different regions in our country. The Davao Region's turn to host the said important event is on December 05, 2022 in a venue here in Davao City which is yet to be identified.

This Office has formed several working committees to address the varied needs in the preparation for the said event. One of which is the Transportation Committee, which is primarily tasked to ensure the availability of DepEd vehicles for the shuttle needs of the DepEd officials and guests attending the high-level meeting.

The Schools Division Superintendents are hereby directed to ensure compliance with the following in support to the Transportation Committee, to wit:

1. Lend the DepEd Van and DepEd Pick-Up vehicles to DepEd RO XI from December 03, 2022 until December 06, 2022 with assigned drivers;
2. On its first day, the vehicle must be in full tank as to its fuel;
3. The vehicles must be in good running condition with a provision of isopropyl alcohol, tissue, and face masks inside it;
4. The drivers shall be in very good grooming (wearing polo, black slacks pants, and black leather shoes and with prescribed DepEd I.D.); and
5. The Administrative Officer V for Administration of each Division Office shall fill out the attached template and be submitted to this Office through email address alan.ebuna@deped.gov.ph on or before **November 21, 2022**.

The transportation committee will conduct a virtual orientation with members and assigned drivers on November 29, 2022.

For any inquiries or clarifications, kindly contact the Administrative Services Division on the telephone numbers 082-225-0816.

For information and strict compliance
DEPARTMENT OF EDUCATION RO XI
RECORDS SECTION

RELEASED

By: 11322

Date: Nov 18, 2022

By the Authority of the Regional Director:

ALLAN G. FARNAZO

Director IV

ROY V. ENRIQUEZ

Chief Administrative Officer
Officer-In-Charge

Enclosed: As stated.
ROA3/PS/jm



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified

Form 1 - Information Form

Division Office: DepEd Davao del Norte Division

1. Drivers

Name	Vehicle Plate Number	Vehicle Type	Email Address & Mobile Number
1. REY B. MASCARIÑAS	1301-1587430	Toyota Hiace	rey.mascarinas001@deped.gov.ph ; 09076601794
2. ARTURO L. SALVA	0301-00001250922	Mitsubishi Strada	arturo.salva001@deped.gov.ph ; 09384496345

2. Administrative Officers (AO V)

Name	Contact Numbers (Mobile and Landline)	Email Address
1. ROSALINDA N. DIONIO	09985777563	rosalinda.dionio@deped.gov.ph

Prepared By:



ROSALINDA N. DIONIO

Administrative Officer V