



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 1488, s. 2025

NOV 04 2025

**YEAR-END ASSESSMENT ON PENDING CASES AND ACCOMPLISHMENT
REPORTING ON RESOLVED AND DECIDED CASES VIS-À-VIS FOCUS
GROUP DISCUSSION ON SCHOOL SITES CASES AND ISSUES**

To: Schools Division Superintendents

1. This is relative to the conduct of the above-entitled activity which will be held at La Esplanada Transient House, Lucap, Alaminos City, Pangasinan on November 19-21, 2025 (inclusive of travel time).
2. The activity aims to continuously update the status of administrative cases and school sites matters in Region 1. Further, issues and concerns encountered with regard to the conduct of investigation and school sites concerns will be discussed and eventually be properly addressed.
3. Participants of the said activity are the Legal Officers, Legal Designates, Legal Assistants and School Sites Technical Assistants. Each province shall prepare a presentation of their accomplishments, issues and concerns regarding school sites.
4. Food and accommodation of the Legal Officers, Legal Designates and Legal Assistants shall be charged to the downloaded fund, while their travel expenses shall be charged to their local funds subject to usual accounting, budgeting, and auditing rules and regulations. The first meal to be served on November 19 is lunch and last meal is PM snack on November 21.
5. Expenses of the Technical Assistants such as meals, snacks, board and lodging and travel expenses shall be charged to their school sites fund.
6. Immediate dissemination of this Memorandum is desired.

TOLENTINO G. AQUINO

Director IV *John*

Reference: None

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

Sites

ORD-LU/RMW/gsl/YearEndAssessment
November 3, 2025



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