



Republic of the Philippines
Department of Education
 REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

January 13, 2025

DIVISION MEMORANDUM

No. 01, s. 2025

**CONDUCT OF ONSITE OCULAR INSPECTION OF THE BILLETING QUARTERS
 FOR THE CALBAYOG CITY ATHLETIC ASSOCIATION (CCAA) DURING THE 2026
 EASTERN SAMAR ATHLETIC ASSOCIATION (EVRAA) MEET**

TO : Assistant Schools Division Superintendent
 Chief Education Supervisor (CID & SGOD)
 Public Schools District Supervisors
 CCAA Delegation Officials
 All Others Concerned

1. To ensure the readiness of all the billeting schools/quarters that will serve as the home for Calbayog City Athletic Association (CCAA), This Office thru the School Governance and Operations Division (SGOD) informs the following personnel to conduct onsite ocular inspection at Gabas Integrated School, Kilim Elementary School, and Sta. Cruz Elementary School Baybay City on January 14-15, 2025.

Name	Position	Role in 2025 EVRAA MEET
Engr. Jordan B. De Veyra	Engineer III	Head, Physical Facilities
Eric R. Doroja	PDO II	DRRM Officer
Peter John B. Tomale	TA-I Sports	Assistant General Manager
Joemar D. Abaigar	TA-I DRRM	DRRM Officer
Sara B. Demit	School Head	Kitchen Head
Malvin D. Regulacion	School Head	Quarter Master
Manuel Doroja	Driver	Driver

2. All expenses incurred during the activity shall be charged against MOOE and other Local Funds, Subject to the usual accounting and auditing rules and regulations.

3. Immediate dissemination of this Memorandum is desired.




MARGARITO A. CADAVONA JR. PhD, CESO VI
 OIC- Schools Division Superintendent

To be indicated in the *Perpetual Index Under* the following subjects:

SGOD, CALBAYOG CITY, SPORTS