



Republic of the Philippines  
**Department of Education**  
 Region XI  
 SCHOOLS DIVISION OF PANABO CITY

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025-0040

To : **ARMANDO O. AGUILON, JR.**, Teacher III, Alternate DPAC

Subject: **ATTENDANCE TO THE COORDINATION MEETING FOR PUBLIC ASSISTANCE AND ONLINE CUSTOMER SATISFACTION MECHANISM**

Date : March 24, 2025

In view of the unavailability of Mr. Neo Carlo R. Magno in joining the said activity, you are hereby advised to attend, as alternate Division Public Assistance Coordinator (DPAC), the Coordination Meeting for Public Assistance and Online Customer Satisfaction Mechanism on March 28, 2025 at Waling-Waling Hall, DepEd RO XI, Davao City.

The travel and other incidental expenses related to the attendance of the abovementioned activity shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

For strict compliance.

  
**JINKY B. FIRMAN, Ph.D, CESO VI**  
 Schools Division Superintendent

Enclosed: as stated  
 OSDS/ncm

**RELEASED**

**MAR 24 2025**

RECORDS SECTION, SDO PANABO CITY  
 BY 



Schools Division Office of Panabo City  
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Republic of the Philippines  
**Department of Education**  
DAVAO REGION

March 12, 2025

REGIONAL MEMORANDUM  
ORD-2025-034

COORDINATION MEETING FOR PUBLIC ASSISTANCE AND ONLINE  
CUSTOMER SATISFACTION MECHANISM

To: Schools Division Superintendents

1. There will be a coordination meeting for Public Assistance and Online Customer Satisfaction Mechanism on March 28, 2025 from 8:00 AM to 5:00 PM at the Waling-Waling Hall, Regional Office.
2. The participants are the designated Division Public Assistance Coordinators in charge of the complaints received from different sources and customer satisfaction surveys. The representatives of the Quality Management Review (QMR) and the ICTU personnel of the Regional Office will give insights on the online system.
3. Travel and other expenses are chargeable against local funds while meals (two snacks, one lunch) are charged to SARO No. OSEC-11-24-2548 subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of the Memorandum is desired.

**ALLAN G. FARNAZO**  
Director IV

PAU1/mgvg

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