



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



03 January 2022

Office Memorandum

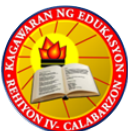
Regional Employees Identification Card

To **Regional Office Officials and Employees**
All Others Concerned

1. Pursuant to DepEd Order No. 31 s. 2019, re Department of Education Service Mark and Visual Identity Mark, the ICT Unit in collaboration with the Personnel Section will generate new DepEd Employees Identification Card from January 17-31, 2022.
2. All employees are requested to register thru link: <https://tinyurl.com/IDDetails2022> on or before January 14, 2022.
3. All employees are required to wear Monday/Wednesday uniform for taking ID picture which will be held at the ICT Unit Office.
4. Attached herewith is the schedule of the said activity per Functional Division/Unit/Section.


FRANCIS CESAR B. BRINGAS
Regional Director 

ictu/rmv



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

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2022 Preventive Maintenance Schedule

No.	Office	Date and Time
1	ORD	January 17, 2022 at 9:00 am
2	OARD	
3	PAU	
4	Legal	
5	ICT	
6	CLMD	January 19, 2022 at 9:00 am
7	ESSD	January 17, 2022 at 9:00 am
8	QAD	January 19, 2022 at 9:00 am
9	FTAD	January 17, 2022 at 9:00 am
10	HRDD	January 26, 2022 at 9:00 am
11	PPRD	January 19, 2022 at 9:00 am
12	Administrative Division	January 31, 2022 at 9:00 am
13	Cash Unit	
14	Personnel Section	
15	Record Section	
16	Asset Management Section	
17	GSU	January 26, 2022 at 9:00 am
18	Finance Division and Budget Section	
19	Accounting Section	
20	NEAP-Malvar	January 26, 2022 at 9:00 am