



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



20 January 2022

Office Memorandum

EVALUATION OF THE ONLINE APPOINTMENT SYSTEM AND VIRTUAL OFFICE

To **Regional Division Chiefs and Section/Unit Heads**
Other concerned

1. In line with the Regional Memorandum No. 38 s. 2022 re: Establishment of Regional Virtual Office, the ICT Unit will conduct an evaluation for the implementation of the online appointment system and the virtual office on January 26, 2022 @ 10:00 a.m. via Google meet.
2. This meeting aims to:
 - a. address the issues and concerns of the end-user of the system and the focal person in-charge of the virtual office, and possible
 - b. improvements to the system in the near future.
3. Participants in the evaluation are the end users as provided by the chiefs and section/unit heads and the focal person in-charge of answering the queries of our clientele.
4. A link to the meeting will be sent to the office's official email addresses.
5. Immediate dissemination of and strict compliance with this memorandum is earnestly desired.


FRANCIS CESAR B. BRINGAS
Regional Director

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