



Republic of the Philippines  
**Department of Education**  
 REGION XI  
**SCHOOLS DIVISION OF DAVAO DE ORO**



Office of the Schools Division  
 Superintendent

September 20, 2024

**DIVISION MEMORANDUM**

No. 802, s. 2024

**INVITATION TO THE TRAINING/SEMINAR ON "RESILIENCY AND SUSTAINABILITY IN ADDRESSING RECORDS BEST PRACTICES"**

To: ALL DEPED PERSONNEL  
 All Other Concerned

1. Herewith is the Regional Memorandum AD-2024-171 dated September 13, 2024, re: Invitation to the Training / Workshop on "Resiliency and Sustainability in Addressing Records Best Practices" on October 15-17, 2024 at the AXIAA Hotel, No. 135 West Avenue Barangay, Bungad, Quezon City, Metro Manila.
2. Anent to this, interested personnel are enjoined to attend the activity on official time only. Expenses shall be charged to personal funds.
3. Other details of the above information are in the enclosures.
4. Dissemination of this Memorandum is desired.

  
**PHOEBE GAY L. REFAMONTE, CESO VI**  
 OIC-Schools Division Superintendent 



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Republic of the Philippines  
**Department of Education**  
 DAVAO REGION

Office of the Regional Director

**REGIONAL MEMORANDUM**

AD-2024-171

To: Schools Division Superintendents

Subject: INVITATION TO THE TRAINING/SEMINAR ON "RESILIENCY AND SUSTAINABILITY IN ADDRESSING RECORDS BEST PRACTICES"

Date: September 13, 2024

Herewith is the invitation from **Diobien C. Flores**, President of PAROA dated September 11, 2024 regarding the three-day workshop on "Resiliency and Sustainability in Addressing Records Best Practices" to be conducted on October 16-17, 2024 at the AXIAA Hotel located at No. 135 West Avenue Barangay, Bungad, Quezon City, Metro Manila.

Anent to this, interested personnel are enjoined to attend the activity on official time only. Expenses shall be charged to personal funds.

For information and guidance.

**ALLAN G. FARNAZO**  
 Director

Enclosed: As stated.

DEPARTMENT OF EDUCATION  
 RECORDS SECTION  
**RELEASED**

ROAG/RS-100

By: *[Signature]*  
 Date: *Sept 19 2024*



# PHILIPPINE ASSOCIATION OF RECORDS OFFICERS AND ARCHIVISTS

Partners of the Government in Nation Building

Department of Solicitation Room

September 11, 2024

**ALLAN G. FARNAZO**  
Regional Director  
Region XI



Dear Mr. Farnazo:

Greetings of Peace and Solidarity!

The Philippine Association of Records Officers and Archivists (PAROA), an institution that specializes in records management is pleased to announce the conduct of Training/Seminar on **"RESILIENCY AND SUSTAINABILITY IN ADDRESSING RECORDS: BEST PRACTICES IN RECORDS MANAGEMENT"** scheduled on October 15, 16, & 17, 2024 at the AXIAA Hotel located at No. 135 West Avenue, Barangay Bungad, Quezon City (Near EDSA), Metro Manila 1105.

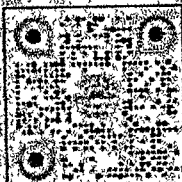
In line with the Association's thrust to best equip its colleagues with quality training to enhance their abilities, this training aims the participants to 1). Understand the importance of archiving and vital records protection, 2). Gain insights into disaster risk management and preservation planning, 3). Identify and assess risks in records management, 4). Familiarize concepts and strategies in records digitization, and 5). Learn how to prepare, respond, and recover after a records disaster.

In view of the above, we are cordially inviting Department and Division Heads, Local Chief Executives, Records Officers/Managers/Guardians, Archivists, Administrative Officers/Assistants, Information Officers, Clerks, Secretaries, and all other personnel involved in handling and maintaining the records of your agency/office to attend this seminar-workshop.

The three-day activity will accommodate participants on a first-come-first-served basis. A registration fee of **Php 8,500.00 for LIVE-IN** and **Php 6,500.00 for LIVE-OUT** participants will cover kits, handouts, meals/snacks, and certificates. Payment in cash or check shall be payable only to the **Philippine Association of Records Officers and Archivists, Inc. (strictly no abbreviation)** on or before registration.

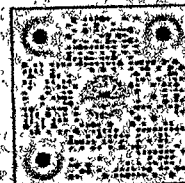
To ensure that slots are held for interested participants, we will be very grateful if you can confirm your attendance in advance before the scheduled date. For confirmation, kindly scan the QR Codes or access the link below for your respective Registration Type of choice:

QR for Live-In



Link: <https://me-qr.com//recordsmami-LI>

QR for Live-Out



Link: <https://me-qr.com//recordsmami-LO>

**Important Note:** You may be directed to an Advertisement Page. All you need to do is to tap on **"Skip Advertisement"** and you'll get straight to the form.

For further inquiries and clarifications, you may call telephone no. (02) 282-1289 or mobile nos. (globe) 0916-17500077, (smart) 0998-361-2651, (sun) 0932-3175015 or email us at [paroa2005.inquiry@gmail.com](mailto:paroa2005.inquiry@gmail.com). For those interested in attending, you may request from PAROA through text for the invitation just give us your email address so we can send it to you via email.

Be assured that we are one with you in your aspirations for the professionalization and development of personnel in your agencies/offices.

Thank you so much and more power.

Very truly yours,

**DR. DIOBERTO C. FLORES, EDD, DPA, PhD**  
National President

