



Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

August 20, 2021

REGIONAL MEMORANDUM
NO. 355 S. 2021

**TO: Assistant Regional Director
Schools Division Superintendents
RO AND SDO Chiefs
All Others Concerned**

1. This is to reiterate DepEd Order 002, series 2021, entitled *Revised Signing Authorities for Administrative and Financial Matters in the Department of Education*, dated January 5, 2021 signed by the Honorable Secretary Leonor Magtolis Briones, attached for your reference. Particular attention is invited to Paragraph I.

Thus, as per order of that memo, said authority is lodge to the Regional Director, however in the exigency of the service, now delegated to the Assistant Regional Director as the approving authority for the Equivalent Records Form.

2. Attention is also invited to Section IV Letter C.2 of the Order re: **Signing Authorities for Administrative Matters – Official Local Travel** which states that travels in the performance of duty shall be approved following the manner prescribed in DepEd Order No. 22, s. 2019 (Guidelines on Official Local Travels in the Department of Education). Also see attached document for reference.
3. For your information and guidance.


DR. RUTH L. FUENTES, CESO V
Director III

 OIC, Office of the Regional Director

Incl.: As stated.

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DAP/ifdc

