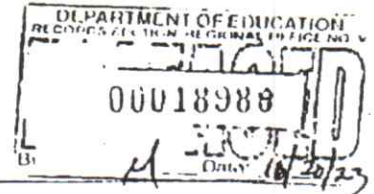




Republic of the Philippines
Department of Education
 REGION V - BICOL



19 Oct 2023

REGIONAL MEMORANDUM
 No. 579 s. 2023

**DISSEMINATION OF THE DBM REGIONAL ADVISORY
 DATED OCTOBER 5, 2023**

To : Schools Division Superintendents
 Assistant Schools Division Superintendents
 Division/ Section/ Units of this Office
 All Others Concerned

1. This is to inform the field about the recent Regional Advisory issued by the Department of Budget and Management (DBM) Regional Office V dated October 5, 2023. The advisory, titled "DBM-ROV Office Policy on All Incoming Communications," outlines the guidelines in handling all incoming written communications, including requests and withdrawals of letters.

2. In the interest of efficient service, all written communications to the said office should be directed to the office of the Regional Director and addressed as follows:

DIRECTOR ANTONIO F. VILLANUEVA, JR.
 Regional Director
 Department of Budget and Management Regional Office V
 Regional Center Site, Rawis, Legazpi City

3. Likewise, all official emails should be sent through the official DBM email address: dbm_ro5@dbm.gov.ph.

4. A copy of the regional advisory is attached as an enclosure for this communication.

5. For information, guidance, and compliance.

GILBERT T. SADSAD
 Regional Director

ORD-PAU/ mka
 10/19/2023



Regional Center Site, Rawis, Legazpi City 4500
 ☎ 0969 516 9555
 ✉ region5@deped.gov.ph

November 9, 2023

To: SDO Chiefs, Section/Unit Heads
 Education Program Supervisors
 Public Schools District Supervisor and In-Charge of the Districts
 Elementary and Secondary School Heads, and
 All Other Concerned

For information, guidance and compliance.

SOCORRO V. DELA ROSA
 Schools Division Superintendent

Handwritten mark