Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

Advisory No. **258**, s. 2026
November 16, 2026
In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
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SEMINAR/WORKSHOP ON FLOOD-RESILIENT RECORDS MANAGEMENT FOR 2ND BATCH

The Philippine Association of Records Officers (PAROA), in partnership with the Government Association of Records and Archives Administrators (GARAA), invites key personnel to participate in the seminar re: SEMINAR/WORKSHOP ON FLOOOD-RESILIENT RECORDS MANAGEMENT for 2nd Batch with the following particulars:

DATE	VENUE	Registration Fee
December 2, 3, & 4, 2026	Axiia Hotel, 135, 1105 West Ave., Project 7, Quezon City, Metro Manila	Php 9,100.00 – Live-in Php 7,100.00 – Live-out

The seminar/workshop will provide practical knowledge on disaster preparedness, pre-preservation of vital and pertinent records, emergency response, assessment and recovery of flood-damaged records, preservation, digital backup, and records continuity**.** Particular emphasis will also be given to COA-related concerns involving pertinent supporting records affected by calamity or force majeure, including proper documentation, due diligence, accountability, and coordination with concerned offices and COA Auditor.

The seminar/workshop is recommended for Records Officers and Custodians, Administrative Officers, Accountants, Budget and Procurement Personnel, Property and Supply Officers, Legal Officers, ICT Personnel, Disaster Risk Reduction personnel, Internal Control personnel, Supervisors, and other government employee responsible for the custody, protection, and accountability of government records.

For further information and concerns, kindly see attachment or refer it via call to (02)8650-4235, 09085178830/09439273119 or email at paroa2005.inquiry@gmail.com or paroaofficialcommunication@gmail.com.

IGG/SEMINAR/WORKSHOP ON FLOOD RESILIENT RECORDS MANAGEMENT FOR 2ND BATCH
S2-115642/November 16, 2026

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