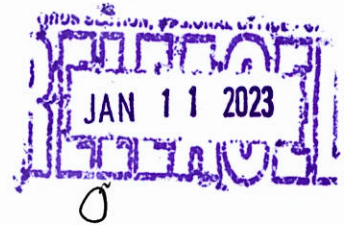




Republic of the Philippines
Department of Education
CARAGA REGION



January 10, 2023

OFFICE MEMORANDUM
No. 01-023, s. 2023

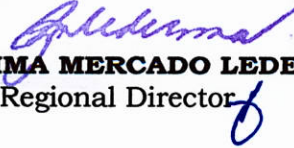
To: ALL REGIONAL OFFICIALS STAFF
This Region

**COMPOSITION OF REGIONAL COMMITTEE ON DECORUM AND
INVESTIGATION (CODI)**

1. Pursuant to Republic Act 7877, Re: Anti-Sexual Harassment Law and Civil Service Memorandum Circular No. 11, s. 2021 entitled Revised Administrative Disciplinary Rules on Sexual Harassment, the following shall constitute the Regional Committee on Decorum and Investigation (CODI):

Chairperson: ATTY. FIEL Y. ALMENDRA – Assistant Regional Director
Management Representative
Members: JOEL B. ROSALES – Chief, ASD
Supervisory Rank Representative
ATTY. JESSA M. MIOLATA – Atty. III
Rank and File Level II Representative
ANTHEA T. BERIDA – ADAS I
Rank and File Level I Representative
SHERYL R. PUYO – Administrative Officer V
Accredited Union Representative

2. The Committee shall have the following functions:
- Receive complaints of sexual harassment.
 - Investigate sexual harassment complaints in accordance with the prescribed procedure;
 - Submit a report of its findings with the corresponding recommendation to the disciplining authority for decision;
 - Lead in the conduct of discussions about sexual harassment within the office to increase understanding and prevent incident of sexual harassment.
3. For information, guidance and compliance.


MA. GEMMA MERCADO LEDESMA
Regional Director

Encl/s.: NONE
Reference/s: RA 7877
To be indicated in the Perpetual Index
under the following subjects:

COMPLAINTS INVESTIGATION ORDER

ASD/jbr
01/10/2023



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