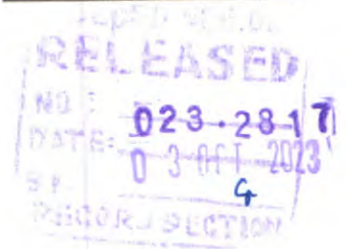




Republic of the Philippines
Department of Education
Schools Division of Negros Oriental



TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

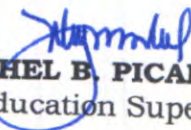
| | |
|--|--|
| Name | KARLA P. ANTONIO |
| Position/ Designation | EDUCATION PROGRAM SPECIALIST II |
| Permanent Station | DepEd Negros Oriental - SGOD |
| Purpose of Travel (must be supported by attachments) | To attend the Conduct of the National Conference of Public Assistance Coordinators |
| Host of Activity | Public Affairs Service |
| Inclusive Dates | October 17-20, 2023 |
| Destination | Baguio Teachers' Camp, Baguio City |
| Fund Source | Division MOOE |

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.


KARLA P. ANTONIO
EPS II


September 29, 2023
Date

This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.


RACHEL B. PICARDAL EdD
Chief Education Supervisor, SGOD

9/29/2023
Date

APPROVED


NERI C. QUASRTO EdD, CESE
Schools Division Superintendent

9/29/23
Date



KARLA PANESA ANTONIO <karla.panesa@deped.gov.ph>

[PAS-OD-2023-048] Conduct of the National Conference of Public Assistance Coordinators (NCPACs)

1 message

DepEd Public Assistance Action Center <depedactioncenter@deped.gov.ph>
To: DepEd Public Assistance Action Center <depedactioncenter@deped.gov.ph>
Cc: pas.od@deped.gov.ph, beverly.berame@deped.gov.ph
Bcc: karla.panesa@deped.gov.ph

Fri, Sep 22, 2023 at 11:50 AM

Greetings!

Kindly see attached memorandum on the Conduct of the National Conference of Public Assistance Coordinators.

Please register through this link: <https://bit.ly/NCPACsRegistration> on or before October 6, Friday.

Thank you!

Sincerely,

Public Affairs Service - Public Assistance Action Center



Department of Education

Office of the Secretary

Public Assistance Action Center

Unit M-106-A, G/F, Mabini Bldg., DepEd Complex, Meralco Ave., Pasig City 1600 Philippines

| | |
|----------------|--|
| Telephone Nos. | (02) 8636.1663; 8633.1942 |
| Fax Nos. | (02) 8638.8641; 8634.0222 |
| SMS | 0919-456-0027 (S); 0995-921-8461 (G) |
| Email Address | depedactioncenter@deped.gov.ph |
| Website | http://www.deped.gov.ph/ |

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PAS-OD-2023-048.pdf
973K




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Department of Education
PUBLIC AFFAIRS SERVICE

MEMORANDUM
PAS-OD-2023-048

FOR : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS**

ATTN : **REGIONAL PUBLIC ASSISTANCE COORDINATORS
DIVISION PUBLIC ASSISTANCE COORDINATORS**

FROM :  **JASON V. MERCENE**
Supervising Administrative Officer
Officer-in-Charge, Office of the Director
Public Affairs Service

SUBJECT : **CONDUCT OF THE NATIONAL CONFERENCE OF PUBLIC
ASSISTANCE COORDINATORS**

DATE : September 19, 2023

The Department of Education (DepEd), through the Public Affairs Service – Public Assistance Action Center (PAS-PAAC), is set to conduct the National Conference of Public Assistance Coordinators (NCPACs) which aims to discuss the issues affecting the provision of quality public service, capacitate our participants with their roles and responsibilities based on DepEd Memorandum No. 46, s. 2022 titled "Designation of Regional and Division Public Assistance Coordinator," and converge our DepEd PACs to plan strategic directions in providing satisfactory services to our stakeholders.

In line with this, we would like to invite all designated DepEd PACs to attend the conference on **October 17 – 20, 2023, at Baguio Teachers' Camp, Baguio City**. You may confirm your attendance through this link: <https://bit.ly/NCPACSRRegistration> **on or before October 6, Friday**. The provisional program and list of expected participants are attached as Annex A and Annex B, respectively, for your ready reference.



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Kindly take note of the following schedule and reminders for the conference:

- a. The check-in date of participants shall be on **October 17, Tuesday, from 2:00 P.M. onwards** with dinner as the first meal, while the check-out shall be on **October 20, Friday**, with lunch as the last meal;
- b. Ensure that you have confirmed your attendance through the provided link. Accommodation shall be based on the confirmation of attendance and the basis of the participants' certificates;
- c. Kindly inform us if there will be any changes on the designated PAC of your respective division/region;
- d. Please bring your own working laptop and power strip; and
- e. Travelling expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations of the Department.

Should you have any questions or clarifications, you may contact Ms. Beverly G. Berame or Ms. Grazielle Anne A. Sarical, PAS-PAAC, through the following:

Email address: depedactioncenter@deped.gov.ph
Phone numbers: 8638-7530, 8633-1942
Viber number: 09672498552

We are looking forward to your active participation. Thank you.



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ANNEX A

PROVISIONAL PROGRAM FOR THE NATIONAL CONFERENCE OF PUBLIC ASSISTANCE COORDINATORS (NCPACs)

| OCTOBER 17 (DAY 0) | | |
|---------------------------|--------------------------------------|--|
| TIME | ACTIVITY | |
| 2:00 P.M. onwards | Arrival and check-in of participants | |

| OCTOBER 18 (DAY 1) | | |
|---------------------------|--|--|
| TIME | ACTIVITY | FOCAL PERSON / SPEAKER |
| 8:00 – 8:30 | Registration of Participants | Secretariat |
| 8:30 – 8:40 | Invocation National Anthem Acknowledgment of Participants House Rules | Host |
| 8:40 – 9:00 | Opening Remarks | Mr. Jason V. Mercene Supervising Administrative Officer Officer-in-Charge, Office of the Director Public Affairs Service |
| 9:00 – 9:30 | Keynote Message | Atty. Michael T. Poa Undersecretary and Chief of Staff Officer-in-Charge, Office of the Undersecretary for Finance |
| 9:30 – 11:00 | Presentation of Regional Public Assistance Updates and Best Practices | Regional Public Assistance Coordinators |
| 11:00 – 12:00 | Updates on the Frontline Services of the Department of Education | Ms. Beverly G. Berame Administrative Officer V Head, Public Assistance Action Center |
| 12:00 – 1:00 | Lunch | |
| 1:00 – 2:00 | Proper Handling of Cases/Complaints Question and Answer | Mr. Jamaica G. Rangiris Special Investigator III Legal Service – Investigation Division |



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| | | |
|-------------|--|---|
| 2:00 – 2:50 | Child Protection in Education Question and Answer | Atty. Suzette T. Gannaban-Medina Director III Head, Learner Rights and Protection Office (LRPO) |
| 2:50 – 3:00 | Ice breaker | |
| 3:00 – 3:50 | Open Forum | Host |
| 3:50 – 4:00 | Synthesis | Luzon Cluster |

| OCTOBER 19 (DAY 2) | | |
|---------------------------|---|--|
| TIME | ACTIVITY | FOCAL PERSON / SPEAKER |
| 8:00 – 9:00 | Attendance Energizer Recap | Secretariat |
| 9:00 – 10:00 | 8888 Citizens' Complaint Hotline Question and Answer | Dir. Floreida A. Apolinario Director IV 8888 Citizens' Complaint Center Office of the President Mr. Alexis B. Bituaran 8888 Citizens' Complaint Center Office of the President |
| 10:00 – 10:50 | Strengthening Freedom of Information in Education Question and Answer | Ms. Patricia Maranan Project Development Officer III Freedom of Information – Project Management Office |
| 10:50 – 11:00 | Ice breaker | |
| 11:00 – 12:00 | DepEd's Citizen's Charter and Client Satisfaction Measurement (CSM) Question and Answer | Ms. Diane-Joyce G. Perez Administrative Officer V Bureau of Human Resource and Organizational Development – Organization Effectiveness Division |
| 12:00 – 1:00 | Lunch | |
| 1:00 – 2:00 | Preparing the Client Satisfaction Measurement (CSM) and Resolution of Complaints Reports Question and Answer | Ms. Grazielle Anne A. Sarical Administrative Officer II Public Assistance Action Center |
| 2:00 – 2:10 | Icebreaker | |



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| | | |
|-------------|------------------------------|--|
| 2:10 – 3:50 | Annual Work Plan Preparation | Ms. Bibiana A. Ungriano Administrative Officer V Finance Service – Budget Division |
| 3:50 – 4:00 | Synthesis | Visayas Cluster |
| 4:00 – 6:00 | Break and Dinner | |
| 6:00 – 8:00 | Socials Night | |

| OCTOBER 20 (DAY 3) | | |
|---------------------------|--|--|
| TIME | ACTIVITY | FOCAL PERSON / SPEAKER |
| 8:00 – 8:30 | Attendance Energizer Recap | Secretariat |
| 8:30 – 10:00 | Discussion/Presentation of DepEd Public Assistance Coordinators' Outputs | Ms. Beverly G. Berame Administrative Officer V Head, Public Assistance Action Center |
| 10:00 – 11:00 | Open Forum | |
| 11:00 – 11:40 | Presentation of Certificates | Host |
| 11:40 – 11:50 | Synthesis | Mindanao Cluster |
| 11:50 – 12:00 | Closing Remarks | Host |



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ANNEX B

LIST OF EXPECTED PARTICIPANTS

| REGION I, ILOCOS | |
|-------------------------|--|
| Regional Office | Cesar S. Bucsit Joanna P. Diaz-Sabado |
| Alaminos City | Diana Marie Gaspar Oiguan |
| Batac City | Reyna Monique L. Lanuza |
| Candon City | Dianalou Isabel T. Calindas |
| Dagupan City | Haydee C. Maiquez |
| Ilocos Norte | Atty. Marshall Ellis M. Diego |
| Ilocos Sur | Lysander N. Espejo |
| La Union | Marlon G. Canave |
| Laoag City | Cherry Joy D. Garma |
| Pangasinan I | Mari Joy S. Rosario |
| Pangasinan II | Atty. Ma. Jessica Louise D. Tibay |
| San Carlos City | Dennis Donald L Doria |
| San Fernando City | Aurelio C. Dayag, Jr. |
| Urduyeta City | Isagani D. Narciso |
| Vigan City | Anna Liza C. Aurellado |

| REGION II, CAGAYAN VALLEY | |
|----------------------------------|--------------------------------------|
| Regional Office | Amir M. Aquino Maribel C. Buyogan |
| Batanes | Jonas Carlo F. Trillana |
| Cagayan | Julius T. Viernes |
| Cauayan City | Alexander G. Geronimo |
| Ilagan City | Joydee S. Crisostomo |
| Isabela | Jay J. Gallegos |
| Quirino | Arnold O. Saballa |
| Santiago City | Shirlyn Regindin Macaspac |
| Nueva Vizcaya | Dindo John H. Moreno |
| Tuguegarao City | Dante S. Abella |

| REGION III, CENTRAL LUZON | |
|----------------------------------|--|
| Regional Office | Michelle C. Lacson Kim Jayson G. Villezca |
| Angeles City | Paul Nikon T. Alcayro |
| Aurora | Atty. Glory Pearl D Amwao |

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| | |
|-------------------------|-----------------------------------|
| Balanga City | ASDS Ilynne S. Samonte |
| Bataan | ASDS William Roderick R. Fallorin |
| Bulacan | Lorena P. Bodoso |
| Cabanatuan City | Emma S. Aragon |
| Gapan City | Arvin D. Dizon |
| Mabalacat City | Michael T. Pineda |
| Malolos | Atty. Anna Dominique L. Guison |
| Meycauayan City | Welfredo M. Escalante |
| Nueva Ecija | Hermogenes N. Camangege |
| Olongapo City | Ricardo E. Ednave |
| Pampanga | JB B. Manalang |
| San Fernando City | Atty. Allyssa Marie P. Yandoc |
| San Jose City | Allan S. Santos |
| San Jose Del Monte City | Maria Eleonor D. Gavino |
| Science City of Muñoz | Rosan E. Ariston |
| Tarlac Province | Eric Mel P. Corpuz |
| Tarlac City | Atty. Michael Joseph A. Prellaera |
| Zambales | Sol E. Solomon |

REGION IV-A, CALABARZON

| | |
|--------------------|---|
| Regional Office | Ariel M. Azuelo Atty. Marianne Dilag |
| Antipolo City | Kelvin P. Matib |
| Bacoor City | John Erasmus Marie M. Eclarinal |
| Batangas Province | Karen M. Salimo |
| Batangas City | Atty. Mikko Paolo A. Perez |
| Biñan City | Atty. Pacifico Jacinto P. Medina Jr. |
| Cabuyao City | Aileen M. Bartido |
| Calamba City | Atty. Jonas Anton M. Manalo |
| Cavite City | Willie A. Oliver |
| Cavite Province | Royce R. Aure |
| Dasmariñas | Atty. Alexis Victor G. Balicas |
| General Trias City | Pauline Vianca F. Cardines |
| Imus City | Ariel Luanson Dayrit |
| Laguna | Marlyn N. Lozada |
| Lipa City | Atty. Lovelyn M. Atienza |
| Lucena City | Cristina B. Rogelio |
| Quezon Province | Jackqueline D. Nuyda |
| Rizal | Atty. Ronalyn A. Erbon |
| San Pablo City | Christine Ann Marie A. Batacan |
| San Pedro City | Christopher E. Comia |



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|-----------------|-----------------------------|
| Santa Rosa City | Atty. Carlo June C. Tibayan |
| Sto. Tomas City | Catalina M. Calinawan |
| Tanauan City | Rachel G. Coronel |
| Tayabas City | Conrado C. Gabarda |

REGION IV-B, MIMAROPA

| | |
|----------------------|---|
| Regional Office | Sherelyn Laquandanum Gina R. Talabis |
| Calapan City | Imee D. Argueles |
| Occidental Mindoro | Maria Angelica A. Insigne |
| Oriental Mindoro | Jenalyn B. Generato |
| Palawan | Jona P. Picardal |
| Puerto Princesa City | Atty. Anniza M. Babao |
| Romblon | Chiara M. Berano |
| Marinduque | Atty. Ayzel Lea Palmero |

REGION V, BICOL

| | |
|-------------------|---------------------------------|
| Regional Office | Mayflor Marie J. Jumamil |
| Albay | Atty. Eleaza Marie P. Encisa |
| Camarines Norte | Antonio C. Ahmad |
| Camarines Sur | Salvador T. Pelington |
| Catanduanes | Atty. Norlito Jr. P. Agunday |
| Iriga City | Noel C. Panga |
| Legazpi City | Renee Rose B. Paunil |
| Ligao City | Jose R. Nobela |
| Masbate City | Agustin D. Cedillo |
| Masbate Province | Jeric E. Cabug |
| Naga City | Atty. Darcy Bertulfo E. De Lima |
| Sorsogon Province | Atty. Noel B. Evan |
| Sorsogon City | Kenneth A. Golimlim |
| Tabaco City | Atty. Arnel Najarila |

REGION VI, WESTERN VISAYAS

| | |
|-----------------|---------------------------|
| Regional Office | Hernani D. Escullar, Jr. |
| Aklan | Terry Marte-Gonzales |
| Antique | Eric B. Cortejo |
| Bacolod City | Celestino I. Nifras, Jr. |
| Bago City | Atty. Erwin Cabarles |
| Cadiz City | Dondy A. Depositario |
| Capiz | Atty. Joseph A. Iturralde |
| Escalante City | Harry John C. Jarina |

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| Himamaylan City | Epi Ma. Cassandra A. Dajao |
| Iloilo City | Antonina A. Java |
| Iloilo Province | Leonil T. Salvilla |
| Kabankalan City | Jewelyn Q. Cadigal |
| La Carlota City | Roselima P. Figueroa |
| Negros Occidental | Ian Arnold M. Arnaez |
| Passi City | Nilo Pacheco |
| Roxas City | Atty. Christine Joy B. Banday |
| Sagay City | Rhodora D. Desamparado |
| San Carlos City | Joven C. Cahaban |
| Silay City | Atty. Faith O. Luberas |
| Sipalay city | Baltazar B. Tabiano |
| Victorias City | Giovanni Wray A. Estraña |

REGION VII, CENTRAL VISAYAS

| | |
|-----------------|---------------------------------|
| Regional Office | Amaryllis R. Villarmia |
| Bais City | Michelle V. Larena |
| Bayawan City | Apple Mae C. Ridad |
| Bogo City | Philip M. Condor |
| Bohol | Guy G. Aranjuez |
| Canlaon City | Arlie J. Velasco |
| Carcar City | Emma Dano |
| Cebu City | Anthony Ignatius P. Alix |
| Cebu Province | Blessilda Pitogo |
| Danao City | Atty. Aldwin Brian C. Desabille |
| Dumaguete City | John Dave A. Calanza |
| Guihulngan City | Mary Grace Esconde |
| Lapu Lapu City | Marricar Runez |
| Mandaue City | Atty. Marinel D. Oro |
| Naga City | Jasmine V. Birondo |
| Negros Oriental | Karla P. Antonio |
| Siquijor | Ruby Jane O. Ramirez |
| Tagbilaran City | Aquilino T. Milar Jr. |
| Talisay City | Ayren S. Belleza |
| Tanjay City | Johanna E. Oracion |
| Toledo City | Atty. Sheree Mae S. Gutang |

REGION VIII, EASTERN VISAYAS

| | |
|-----------------|----------------------------|
| Regional Office | Jasmin F. Calzita |
| Baybay City | Josephus Anthony T. Duenas |



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| Tandag City | Perna L. Tejano |
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| CORDILLERA ADMINISTRATIVE REGION | |
|---|--|
| Regional Office | Georaloy I. Palao-ay Cyrille Gaye Miranda |
| Abra | Bless Maricar B. Ramos |
| Apayao | Allan C. Gobrin |
| Baguio City | Jerry C. Ymson |
| Benguet | Lorna M. Yaco |
| Ifugao | Genebieve Camhit |
| Kalinga | Merlyne I. Gumatay |
| Mountain Province | Arniel C. Bagayao |
| Tabuk City | Ana Marie Bucahan |

| NATIONAL CAPITAL REGION | |
|--------------------------------|---|
| Regional Office | Germa Constatino Al-nemery M. Gangco |
| Caloocan City | Elijah Domeneco Y. Ilagan |
| Las Piñas City | Hedeliza Ann E. Yadao |
| Makati | Maria Sofie M. Berondo |
| Malabon City | Richell G. Cordevilla |
| Mandaluyong | John Darryll S. Mercado |
| Manila | Paulyne Joanne R. Pascual |
| Marikina City | Agnes C. Franco |
| Muntinlupa City | Ma. Regaele Olarte |
| Navotas City | June Fermin L. Javier |
| Paranaque City | Hector Hugh L. Ngales |
| Pasay City | Dr. Severo A. Bajado |
| Pasig City | Rose Ann B. Pamintuan |
| Quezon City | Florence A. Arellano |
| San Juan City | Orlando D. Claor |
| Taguig City and Pateros | Ramil B. Santillan |
| Valenzuela City | Ryan Pavio L. Santiago |

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| Calbayog City | Erwin Lesbos Purcia |
| Catbalogan | Ma. Linda S. Legarse |
| Eastern Samar | Abner Clamor Aclao |
| Leyte | Karen H. Barril |
| Maasin City | Rofelyn B. Inutan |
| Northern Samar | Davy T. Aplan |
| Ormoc City | Maria Claudith Lucero Manawatao |
| Samar | Gerry P. Ocenar |
| Southern Leyte | Lyna M. Gayas |
| Tacloban City | Nilo M. Eder |

REGION IX, ZAMBOANGA PENINSULA

| | |
|---------------------|---------------------------------------|
| Regional Office | Dahlia Paragas Iris Faye D. Ceniza |
| Dapitan City | Anthon John S. Soriano |
| Dipolog City | Cielbert E. Dondoyano, Jr. |
| Isabela City | Ali-vin J. Usngan |
| Pagadian City | Locke D. Jusay |
| Zamboanga City | Dorely Eliza P. Dela Cruz |
| Zamboanga del Norte | Nicollette Ria E. Tangon |
| Zamboanga del Sur | Nilo C. Villarubia |
| Zamboanga Sibugay | Rhea Grace A. Laplana |

REGION X, NORTHERN MINDANAO

| | |
|---------------------|-------------------------------------|
| Regional Office | Ramon Abrera Fatima E. Villaremo |
| Bukidnon | Ramon Vincent A. Torres |
| Cagayan de Oro City | Jairus John M. Gochuco |
| Camiguin | Elson Cabantac Jamero |
| El Salvador City | Jeffrey M. Martinez |
| Gingoog City | Carmilla J. Lauzon |
| Iligan City | Sheisa Blessing L. Saniel |
| Lanao del Norte | Jennifer R. Intong |
| Malaybalay City | Elaine Joy B. Baula |
| Misamis Occidental | Elyn Kendra B. Dampor |
| Misamis Oriental | Mark Lorren T. Tejano |
| Oroquieta City | Louie B. Roferos |
| Ozamiz City | Vincent Sheldon A. Zabala |
| Tangub City | Joselito P. Vince |

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| Valencia City | Philip T. Perez |
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| REGION XI, DAVAO | |
|-------------------------|----------------------------------|
| Regional Office | Maria Gemima V. Galang |
| Davao City | Doris Amabelle Redulla Emperador |
| Davao De Oro | Jomar M. Dumopoy |
| Davao del Norte | April Julie Mae P. Gonzaga |
| Davao del Sur | Antonio C. Pace IV |
| Davao Occidental | Elenita L. Bernales |
| Davao Oriental | Luis G. Culaba |
| Digos City | Francis Jude D. Alcomendras |
| Mati City | Leorisyl D. Siarot |
| Panabo | Neo Carlo R. Magno |
| Samal Island | Dianne Jean D. Mondal |
| Tagum City | Harley B. Aglosolos |

| REGION XII, SOCCSKSARGEN | |
|---------------------------------|-----------------------------|
| Regional Office | Reah Joy S. Halique |
| General Santos City | Lizette May Isabel N. Dioso |
| Kidapawan City | Johannah D. Bantas |
| Koronadal City | Danilo M. Pajel, Jr. |
| North Cotabato | Kenny Marie N. Recona |
| Saranggani | Irma May G. Dinastas |
| South Cotabato | Ronald Jim S. Somera |
| Sultan Kudarat | Richard A. Fernandez |
| Tacurong City | Zenaida B. Porras |

| REGION XIII, CARAGA | |
|----------------------------|----------------------------|
| Regional Office | Pedro Tecson |
| | Jez Marie R. Macuno |
| Agusan Del Norte | Jocelyn R. Mission |
| Agusan del Sur | Dandy V. Anino |
| Bayugan City | Wendel Cero Federicos |
| Bislig City | Eliakem B. Revil |
| Butuan City | Israel B. Reveche |
| Cabadbaran City | Meconcepcion Lansang |
| Dinagat Islands | Atty. Sheralyne D. Pequiña |
| Siargao | Kem E. Abuton, Jr. |
| Surigao City | Angelisa G. Cultura |
| Surigao Del Norte | Rose Jeane O. Suarez |
| Surigao Del Sur | Vilma Rose L. Talisic |

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