



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION

Wangal, La Trinidad, Benguet, 2601
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RECEIVED
MAR 28 2019
DEPED-CAR

DEPED DIVISION OFFICE
March 28, 2019
TUGUIG CITY
MAR 29 2019
RECEIVED

Regional Memorandum
No. 113.2019

DESIGNATION OF DEPARTMENT OF EDUCATION – CORDILLERA ADMINISTRATIVE REGION (DEPED-CAR) OFFICIAL SPOKEPERSONS

**To: Schools Division Superintendents
Regional Division Chiefs
Schools Division Office Chiefs
Public and Private Elementary and Secondary School Heads
All Others Concerned**

1. For the information and guidance of all concerned, the Regional Director is the main spokesperson of the Department of Education – Cordillera Administrative Region.
2. Whenever the Regional Director is not available, the Department designates **Mr. Georaloy I. Palao-ay, Public Affairs Officer**, as the official spokesperson of DepEd-CAR.
3. All other Regional Office Division Chiefs and Regional Office personnel requested by the Media to give interviews or provide official statements, data, or information on matters pertaining to DepEd-CAR, are directed to first seek clearance from the Regional Director.
4. At the division level, the official spokespersons are either the **Schools Division Superintendent (SDS) or Assistant Schools Division Superintendent (ASDS)**. The alternate spokesperson in the absence of either the SDS or ASDS is the **Designated Division Information Officer (DIO)**.
5. All other Schools Division Office Chiefs, division office personnel, including school heads and teachers requested by Media or any other person to provide official statements, data, or information on matters pertaining to the Department as a whole, are directed to first seek clearance from the Schools Division Superintendent. However, if Media query is not directly a school or division matter and concerns more of programs, projects, activities and advocacies that are to be handled at the regional or national level, clearance must be from the Regional Director.
6. The above-mentioned protocol shall be observed to prevent communication crises emanating from the schools up to the Regional Office as well as for DepEd CAR to have a singular messaging direction as to its advocacies and mode of addressing issues and concerns coursed through the Media.

7. ~~Immediate dissemination and compliance~~ of this Memorandum is desired.

To: All School Administrators, Principals & Teachers In-Charge
(Elementary & Secondary)
FOR YOUR INFORMATION & APPROPRIATE ACTION
ORD/PAU/clip
FEDERICO P. MARTIN, Ed.D., CESO VI
Schools Division Superintendent

MAY E. ECLAR, Ph.D., CESO V
Regional Director

TN: 15537 89909

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Legal Unit 423-2214

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