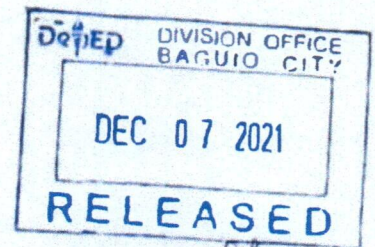




Republic of the Philippines
Department of Education
CORDILERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY



1 December 2021

DIVISION MEMORANDUM
No. 324, s. 2021

**SCHOOLS DIVISION OFFICE OF BAGUIO CITY CUSTOMER
COMMUNICATION APPLICATION (CCAPP) LAUNCHING AND
DESIGNATION OF SCHOOL DATA PRIVACY OFFICER**

To : All Public and Private School Personnel
All Public and Private School Parents
All Public and Private School Students
All Assigned Public School Data Privacy Officer

1. In support to Rule XII, Section 2 of the Implementing Rules and Regulations of the Republic Act (RA) 11032 otherwise known as *The Ease of Doing Business and Efficient Government Service Delivery Act of 2018*; to ensure Continual Improvement (Requirement 10) on the ISO 9001:2015 Quality Management System, specifically on the communication (Requirement 7.4) and Customer Satisfaction (Requirement 9.1.2); and in compliance with the Republic Act (RA) 10173, otherwise known as the Data Privacy Act of 2012, the Schools Division Office of Baguio City will be launching the **Customer Communication Application on 10 December 2021, 2:00PM to 4:00 PM online via Zoom** with the following meeting details:

Meeting Direct Link: <https://tinyurl.com/CCWAP>
Meeting ID: **880 5845 3759**
Passcode: **828914**

2. Further, this is to request public schools to assign a **Data Privacy Officer (DPO) and submit his/her name through this google form: <https://tinyurl.com/SDPO2021> before 10 December 2021.**
3. For the Indicative Orientation Matrix please refer to Enclosure 1 of this Memorandum.
4. Immediate and wide dissemination of this Memorandum is required.

FEDERICO P. MARTIN, EdD, CEEd, CESO V
Schools Division Superintendent



"DepEd BDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbaguiocty@gmail.com
Website: www.depedpines.com | Facebook Page: [facebook.com/DepedTayolBaguioCity](https://www.facebook.com/DepedTayolBaguioCity)



ISO 9001:2015 Certified
Quality Management System
CRS 19-2560-026
Issued on 12/27/2019



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Enclosure 1 to Division Memorandum 324 s. 2021

**SCHOOLS DIVISION OFFICE OF BAGUIO CITY CUSTOMER
COMMUNICATION APPLICATION (CCAPP) LAUNCHING AND
DESIGNATION OF SCHOOL DATA PRIVACY OFFICER**

**ORIENTATION MATRIX
10 December 2021, 2:00 PM**

DATE	TIME	ACTIVITY	PERSONNEL
10 December PM 2021	2:00-2:15	Preliminary Activities (AVP)	ALEJANDRO FERRY
		Nationalistic Song Prayer	
	2:16-2:25 PM	Opening Remarks	ARTHUR TIONGAN Chief Education Program Supervisor
	2:26-2:30 PM	Introduction to CCApp AVP	ALEJANDRO FERRY App Technical Team Member
	2:31-2:50 PM	CCApp Background and presentation including DPO Orientation	REYNALYN T. PADSOYAN Senior Education Program Specialist Planning and Research
	2:51-3:10 PM	CCApp Tutorial	JESSE LANCE S. DAWATON App Technical Team Member
	3:11-3:30 PM	CCApp Web Application Tutorial	YIVAN ANDREI T. PADSOYAN App Developer
	3:31-3:55 PM	Question and Answer	App Developer, App Technical Team Members, and Project Owner
3:56 PM onwards	Closing		



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Website: www.depedpines.com | Facebook Page: facebook.com/DepedTayoBaguioCity



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